

Master's/Advanced Certificate Extension of Matriculation Request

Student Information


First Name	Last Name	N ID Number	
Department	Program	Requirement Term	Expected Graduation Term

Instructions:

- Complete this form to request a one-year extension of the six-year matriculation period for completion of the degree or certificate
- Obtain your academic advisor's signature before submitting this form to the address above or pdf a copy and email to steinhardt-registration-and-advisement-group@nyu.edu

Information:

- Courses completed prior to 10 years from your expected graduation term require the approval of your academic advisor **and** your department chair for these courses to apply to your degree.
- Include an official transcript annotated by the advisor and chair indicating these approved courses.
- You must submit this form during the **term prior** to your matriculation expiration.
- Terms during which you were on Maintenance of Matriculation or Leave of Absence are included in the six-year matriculation period. For example, if you were admitted in Fall 2010 your matriculation will terminate at the end of Summer 2016. If you were on a leave of absence for the Fall 2011 and Spring 2012 terms your matriculation will still expire in Summer 2016.
- You must complete your degree by the end of this one-year extension. If you do not, you must apply for re-admission to the program.

Student Signature	Date	Advisor Signature	Print Advisor Name	Date
 NYU STEINHARDT Advisement & Registration Use Only		Approval Signature		Date