**Template for Extension Cases**

**EXTENSION IN THE DURATION OF MPHIL/PHD SCHOLAR(S) OF THE DEPARTMENT OF .**

The Dean, Faculty of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ has forwarded the extension case of the following MPhil/PhD scholars for one year (two semesters).

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sr#** | **Name** | **Date & Semester of Admission** | **Current Semester** | **Fee Deposited till** | **Extension Required** | **Justification Provided** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Note:** All columns needed to be completed, especially **FEE STATUS**. No students to have their status approved unless fee is cleared.

**Signature of Chairperson**