TRINITY WESTERN UNIVERSITY

Series: Academic / Graduation (A4)
Number: A 4-01

Effective Date: 2021-12-01
Next Review Date: 2029-09-01

Policy Title: Graduate Program Completion

Parent Policy	A 4-05 Graduation Requirements
Policy Administrator	Registrar
Approving Body	Senate
Approval History	2026-11-04; minor housekeeping edits to update Scope 2021-11-09; Senate Motion #2021/22 – 010 2014-09-09; Senate Motion #2013/14 – 047

Purpose:
The objective of this policy is to identify maximum program completion times for graduate and doctoral programs.

Scope of this Policy:
All graduate students

Policy Statement:
A maximum of five years will be allowed for the completion of a master's degree program unless the program has been given an approved exemption from the Graduate Academic Council (GAC). A maximum of eight years will be allowed for the completion of a doctoral degree program. The times allowed for program completion are regardless of whether a program or a student is considered full-time or part-time.

Program completion includes completion of all course work and capstone projects, if part of the program, with all final grades submitted to the Office of the Registrar.

Definitions: None
Procedures: None
Child Policies: A 2-02 Capstone Continuation; A 2-13 Graduate Studies Leave of Absence; A 2-20 Request to Extend Time for Graduate Degree Completion

Other Related Policies: A 4-04 Graduation Ceremony Participation Requirements for Graduate Programs