**Qualifying Examination Period Extension Form**

Date…………………………

Dear Ph.D. Program Director

Reference Request to extend Qualifying Examination Period

 According to the requirement of Doctor of Philosophy Program in Business Administration (Ph.D.), the student must pass the Qualifying Examination within 2 years from the admission date.

 Since I did not pass the Qualifying Examination in semester…………….…….. (Round of test………) taken on……..…(Date)………, and ……..…(Date)………, I, therefore, would like to extend the Qualifying Examination period to semester ………………………...

…………………………………………………………..

 (Student’s name)