



KULLIYAH OF ENGINEERING
ANNEX APPEAL FOR EXTENSION BEYOND NORMAL STUDY PERIOD

CHECKLIST

No	Items	Check List (Please tick)		
		Student	Supervisor	PG coordinator
1	Completed CPS Extension Form with signature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Completed KOE Annex Appeal Form with signature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Gantt Chart with Supervisor's signature (Compulsory to use the given template)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Publication proof (Attach)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

***Submit only the completed form to the Office of Deputy Dean of Postgraduate Office (ODDPG)**

SECTION C: RECOMMENDATION FROM THE SUPERVISOR

Can the student graduate within the stipulated extension duration: YES / NO

Expected Date of Thesis submission: _____

Recommendation and comments:

Signature & Stamp

Date

SECTION C: RECOMMENDATION FROM THE PG COORDINATOR / HEAD OF DEPARTMENT

Based on the justification, the department RECOMMENDS / DOES NOT RECOMMEND the application.

Remarks: _____

Signature & Stamp

Date

SECTION D: RECOMMENDATION FROM THE DEPUTY DEAN (POSTGRADUATE)

Based on the department recommendation (if any), Kulliyah/Institute in its KPGC meeting No. () held on () decided to *RECOMMEND/NOT RECOMMEND this appeal for UCPS consideration and approval.

Signature & Stamp

Date

GANTT CHART

Name:

Matric No:

Task	2021				2022				2023			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.												
2.												
3.												
4.												
5.												

***Template for Gantt Chart**

***Q1-Quarter 1**