

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
Program Review Extension Request Form¹
 (Approved 9/22/2020)

Under extenuating circumstances, a program may request a one-semester extension² of its program review. The request must be made using this form.³ Emails or other forms of communication will not be considered. Upon receipt of the completed extension request form, the University Program Review Committee (UPRC) will discuss and vote on it, and the UPRC Chair will notify the program if the request is approved.

Date submitted _____ **Requested Due Date** _____

Program		Department	
Program Contact		Program Contact's Email	
Department Chair		Department Chair's Email	

Justifications for Extension Request: Explain below the extenuating circumstances for the request.

Intermediary Steps: Explain below intermediary steps the programs will take to ensure timely completion of the program review by the new due date.

Signature of Program Contact

Signature of Department Chair

Dean's Acknowledgement: The Dean will indicate below that the extension request is received. The Dean will also explain what assistance the Dean's Office will provide so the program faculty will complete the program review by the new due date.

Signature of School Dean

School

Dean's Email

¹ Adapted from San Jose State University's Program Plan Extension Request (retrieved July 1, 2020, from https://www.sjsu.edu/gup/docs/PP/SJSU_ProgramPlan_ExtensionRequestForm.pdf).

² As an example of one-semester extension request, a program review report that is originally due September 15, 2020, if approved by the UPRC, will have a new due date of February 15, 2021.

³ If additional space is needed in any section of this form, please attach a separate sheet.