

Requests to delay graduation beyond the four-year timeline must be reviewed by the BME Undergraduate Academic Advisor and approved by the BME Undergraduate Coordinator. Students must first [make an advising appointment](#) to complete Parts I and II and to determine a Plan of Study, which must be attached when submitting this request to the BME Undergraduate Coordinator.

**Part I. To be completed by the student.**

Student Name: \_\_\_\_\_

UFID: \_\_\_\_\_ Email: \_\_\_\_\_@ufl.edu

*Current* Expected Graduation Date (Term and Year): \_\_\_\_\_

*Requested* Graduation Date (Term and Year): \_\_\_\_\_

**Indicate the reason(s) you are requesting to delay graduation.**

\_\_\_\_\_ Study abroad opportunity      \_\_\_\_\_ Reduced course load (multiple terms)

\_\_\_\_\_ Full-time internship/co-op      \_\_\_\_\_ Other (explain below)

**Please use the space below to provide additional comments, if needed.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part II. To be completed by the BME Undergraduate Advisor.**

Comments:

\_\_\_\_ Approve      \_\_\_\_ Approve with reservations      \_\_\_\_ Disapprove

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part III. To be completed by the BME Undergraduate Coordinator.**

Comments:

\_\_\_\_ Approve      \_\_\_\_ Disapprove

Signature: \_\_\_\_\_ Date: \_\_\_\_\_