

EXTENSIONS FOR THESIS, CAPSTONE, OR DISSERTATION COURSES

Graduate School Policy:

Graduate students (except Seminary students) who fail to complete their final master's thesis or doctoral dissertation course within the enrolled term will be assigned a grade of Incomplete (IN). Students are granted one full year from the end of the course to successfully complete their requirement. Failure to complete the requirements within the incomplete period will result in the "IN" grade reverting to an Unsatisfactory (U) grade. The student must re-enroll in the course and pay associated tuition to continue their pursuit of the degree.

Seminary Policy:

Students who do not complete a master's thesis, master's capstone project, or doctoral dissertation during the term in which they enroll in their final capstone/thesis/dissertation course will initially be given a grade of incomplete. In each term thereafter, the student will register in an extension course that carries zero (0) credits, but will result in a thesis or dissertation continuation fee (see the section on Tuition and Fees (<https://catalog.bethel.edu/tuition/>) for more information). Registering in an extension course each term and the subsequent billing will end when the student either (1) completes the capstone project, thesis, or dissertation, (2) officially withdraws from the program, or (3) reaches the maximum time for degree completion. The full continuation fee will be assessed for the final extension even if the student completes the capstone or withdraws before the full academic term has elapsed. When the thesis or capstone project is complete, the incomplete grade will be changed appropriately on the student's transcript.

Students who require capstone, thesis, or dissertation extensions must be enrolled in consecutive terms without interruption until they have completed the work. Students whose circumstances require one or more semesters "off" will receive the grade earned for work completed. When students who had a break in their capstone, thesis, or dissertation enrollment return, they must retake the course.

Students who officially withdraw from a program will receive a grade of "U" or unsatisfactory for their capstone, thesis, or dissertation course and must apply for readmission to return to complete their degree. See Withdrawal and Re-Enrollment (<https://catalog.bethel.edu/academic-information/academic-policies/withdrawal-and-re-enrollment/>) for more details.