

Yale School of Medicine Thesis Deadline Extension Request Form

Please visit the [OSR MD Thesis website](#) for the full list of thesis deadlines for MD and MD-MHS students.

Extensions beyond the thesis deadlines listed on the OSR website will be granted only for special circumstances and must have the approval of the student's thesis mentor/advisor, Head of Advisory House, and the Departmental Thesis Chairperson. Students seeking extensions must submit a Thesis Deadline Extension Request Form to their Head of Advisory House, and the Departmental Thesis Chair, for approval.

Extensions, if granted, are granted in 2-week increments. An OSR staff member will confirm that an extension for the student has been received and will provide an updated timetable of deadlines that the student must adhere to. If a student is unable to meet the extended deadline for thesis submission, they must submit a new Thesis Deadline Extension Request Form following the same process listed above. **A new Thesis Deadline Extension Request Form is required for each 2-week extension period.**

In the event of an extension, if granted, the following **ABSOLUTE** Class of 2026 Thesis Extension Deadlines will apply:

Class of 2026 MD & MD-MHS Thesis Extension* Deadlines **Students missing either of these deadlines will be unable to graduate in 2026**

March 19, 2026, at 5 pm	For those MD students receiving thesis deadline extensions, this is the last date for the thesis to be formally approved by the thesis mentor/advisor and submitted to the Departmental Thesis Chair for review and approval. For those MD-MHS students receiving thesis deadline extensions, this is the last date for the thesis to be formally approved by the MHS Thesis Committee and submitted to the OSR for the review and approval process.
April 17, 2026, at 5 pm	For those students receiving thesis deadline extensions, this is the latest possible date for submission of an approved, final version of thesis to the library via ProQuest.

***All late theses require an extension. The student must submit the initial extension form by January 22, 2026, at 5pm.**

MD STUDENTS

To request an extension for the MD thesis deadline, follow these steps:

- 1) **Complete the Extension Request Form.**
Fill out the form below to request a thesis deadline extension.
- 2) **Submit to Your Head of Advisory House.**
Send the form to your Head of Advisory House for review and signature.
Note: Your Head of Advisory House is a specific faculty member assigned to you. It is not necessarily your thesis mentor or advisor.
- 3) **Submit to Department Thesis Chair.**
After your Head of Advisory House has signed and returned the form, submit it to your Department Thesis Chair for their signature.

MD-MHS STUDENTS

To request an extension for the MD-MHS thesis deadline, follow these steps:

- 1) **Complete the Extension Request Form.**
Fill out the form below to request a thesis deadline extension.
- 2) **Submit to Your Head of Advisory House.**
Send the form to your Head of Advisory House for review and signature.
Note: Your Head of Advisory House is a specific faculty member assigned to you. It is not necessarily your thesis mentor or advisor.
- 3) **Submit to Dr. Alexandra Hajduk as the MD-MHS Department Thesis Chair.**
After your Head of Advisory House has signed and returned the form, submit it to Dr. Alexandra Hajduk (Alexandra.hajduk@yale.edu), the MD-MHS Department Thesis Chair for her signature.

HEAD OF ADVISORY HOUSE

The student's Head of Advisory House must sign the form and return it to the student. The student must then submit the signed form to their Department Thesis Chair for review, signature, and approval. In lieu of a signature, the Head of Advisory House may send their approval via email to both the student and the OSR (osr.med@yale.edu).

DEPARTMENT THESIS CHAIRS

The Department Thesis Chair must sign the form and email the completed form back to the student, copying the student's Head of Advisory House and the Office of Student Research (osr.med@yale.edu).

A. TO BE COMPLETED BY THE STUDENT

I am hereby requesting an extension to my thesis submission deadline of _____.

I attest the following:

- My Thesis Mentor/Advisor is aware that I am requesting this extension and has approved it.
- I have reviewed the information above and acknowledge that extensions are only granted in two-week increments. If I am granted an extension, I will adhere to the new deadline I am given.
- If I am unable to meet the extended deadline I am given for my thesis submission, I am aware that I must submit a new Thesis Deadline Extension Request Form.

Name

Signature

Date

B. TO BE COMPLETED BY THE HEAD OF ADVISORY HOUSE

I have reviewed the above information and approve this student's thesis deadline extension request.

Name

Signature

Date

C. TO BE COMPLETED BY THE DEPARTMENT THESIS CHAIR

I have reviewed the above information and approve this student's thesis deadline extension request.

Name

Signature

Date