



**Office of Scholarships and Financial Aid  
Remaining Hours Required for Degree Completion**

**MXHR**

OSU CWID (8-digits) or SSN (9 digits) (No Spaces)							

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

The student is also required to submit the Satisfactory Academic Progress Appeal form outlining the circumstances leading to excessive hours attempted. The remainder of this form is to be completed by the student's academic advisor or authorized representative within the academic department.

**To Be Completed by the Academic Advisor:**

By federal regulation, students have a maximum time frame (total hours attempted, including grades of "W") in which to complete degree requirements and still qualify for financial aid. If an exception is to be made, the rationale must be documented and available for audit in the student's financial aid file.

Degree Sought	Maximum Hours Allowed
Undergraduate*	180
Masters**	56
Doctorate	128
Doctor of Veterinary Medicine	255

- \*BA/BS in Architecture/Arch Engineering is 240 hours
- \*BA/BS in Landscape Arch/Hort & Landscape Arch. maximum is 240 hours
- \*BS in Agricultural Education maximum is 218 hours
- \*BS in Mechanical Engineering maximum is 215 hours
- \*BS in Forestry is 210 hours
- \*\*MS in Communications Sciences and Disorders maximum is 78 hours
- \*\*MS in Counseling maximum is 90 hours
- \*\*MBA in Business Administration maximum is 78 hours

1. Why does the student need to take additional hours to satisfy degree requirements? For example, has the student lost hours through transfer, changes in major, etc.?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. How many additional hours are required to complete the degree? \_\_\_\_\_  
**Do not include current Spring 2008 enrollment; calculate beginning with Summer 2008 enrollment.**

\_\_\_\_\_  
Name of Advisor (please print or type) Academic Department

\_\_\_\_\_  
Signature of Advisor Date

**Return to:**  
Office of Scholarships and Financial Aid  
119 Student Union  
Stillwater, OK 74078-5061  
Phone: (405) 744-6604  
Email: [finaid@okstate.edu](mailto:finaid@okstate.edu)  
**FAX: (405) 744-6438**