

**Yale School of Medicine  
Office of Student Research**

**Short Term Funding Deadline Extension Request Form**

**TO BE COMPLETED, SIGNED, and EMAILED to [osr.med@yale.edu](mailto:osr.med@yale.edu).**

Requests to the OSR for an extension must be made at least one week in advance of the relevant deadline listed in section B. Requests received after the application deadline **will not be considered.**

**NOTE:** When a student submits an Extension Request Form, the OSR will alert the student's Head of Advisory College that a request for extension has been made. This is done to ensure that students are receiving adequate support.

**A. Applicant information**

Name \_\_\_\_\_

**B. Period of full-time research**

**Funding Cycle Requested (select one)**

- ☐ Fall 2024 (Research Sep 1, 2024 – Nov 30, 2024) - Application due: August 5, 2024, at 8 a.m.
- ☐ Winter 2024 (Research Dec 1, 2024 - Feb 28, 2025) - Application due: November 4, 2024, at 8 a.m.
- ☐ Spring 2025 (Research March 1, 2025 - May 31, 2025) - Application due: February 3, 2025, at 8 a.m.
- ☐ Summer 2025 (Research June 1, 2025 - August 31, 2025) - Application due: May 5, 2025, at 8 a.m.

**C. Acceptable reasons for extension request**

The following constitute acceptable reasons for missing mandatory research deadlines:

- Personal illness or illness in immediate family member
- To seek health-related care\*
- Death in the family
- Religious holiday observances\*
- Participation in a scientific conference where the student is the lead author/presenter and directly participating in the conference presentation\*
- Thesis related research of critical importance when it is impossible for the activity to be conducted at any other time\*

\*Extensions will only be approved for a one-week period past the application deadline for students seeking health related care, religious holiday observance, presenting at a scientific conference, or thesis related research. No exceptions will be made.

**Please state the acceptable reason for your extension request here:**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**