RD5E (09/2018)

#

# **RESEARCH DEGREE: Application for Extension to Period of Registration**

*This form should be used to apply for an extension to the period of registration of a research degree candidate. This form must be word-processed and forwarded to Research, Innovation & Enterprise (via* *research.degree@solent.ac.uk**), who will make arrangements for the application to be considered by the Chair/Deputy Chair of the Research Degrees Committee. (Academic Handbook Section 2R refers)*

***Note:*** *This form is designed to be completed electronically and will expand as necessary. Do not regard the ‘white space’ provided as a constraint on the appropriate length of any comments made.*

## PART A: THE CANDIDATE

|  |  |
| --- | --- |
| **1. Surname/Family Name:** |  |
| **2. First Name(s):** |  |
| **3. Student ID Number:** |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **4. Hub:** | **BS** |  | **CDI** |  | **MTE** |  | **SHW** |  |

|  |  |
| --- | --- |
| **5. Date of registration:** |  |
| **6. Mode of Study:** | Full-Time |  |  Part-Time |  |
| **7. Level of Award:** | MPhil |  | PhD |  |
| **8. Current maximum registration end date:** |  |
| **9. Collaborating establishment(s):** |
|  |  |

## PART B: EXTENSION TO PERIOD OF REGISTRATION

|  |  |
| --- | --- |
| **10. Request for extension of registration to (DD/MM/YY):**  |  |

|  |
| --- |
| **11. Reason for extension** (Please attach additional information and supporting evidence): |
|  |  |

**PART C: SUMMARY OF CANDIDATE’S PROGRESS**

|  |
| --- |
| **12. Please provide a summary of your progress to date:** |
|  |  |

|  |  |
| --- | --- |
| **Signed by applicant:** |  |
| **Print Name:** |  | **Date:** |  |

**PART D: SUPERVISORY TEAM RECOMMENDATION**

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| **13**. We have considered all aspects of the candidate’s summary of progress together with the reasons for the extension, and we recommend that the registration period be extended as shown above.  |

|  |  |
| --- | --- |
| **Signed by DoS:** |  |
| **Print Name:** |  | **Date:** |  |

**PART E: RECOMMENDATION OF DOCTORAL HUB COORDINATOR**

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| **14**. On consideration of all aspects of the candidate’s summary of progress together with the reasons for the extension, it is recommended that the registration period be extended as shown above.  |
| **Signed by Doctoral Hub Coordinator:**  |  |
| **Print Name:** |  | **Date:** |  |

**PART F: APPROVAL RESEARCH, INNOVATION & ENTERPRISE**

|  |  |
| --- | --- |
| **Approved by Chair / Deputy Chair RDC:** |  |
| **Print Name:** |  | **Date:** |  |

**TO BE COMPLETED BY RESEARCH, INNOVATION & ENTERPRISE**

|  |  |
| --- | --- |
| **Student’s updated ‘maximum registration end date’:**  |  |

|  |  |
| --- | --- |
| **Confirmed by:** |  |
| **Print Name:** |  | **Date:** |  |

**Fees Due: Pro Rata**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **% & AMOUNT** | **DATE ACTIONED** | **BY WHOM** |
| **STUDENT**  |  |  |  |