

APPLICATION TO REGISTER AS A CONTINUING POSTGRADUATE RESEARCH STUDENT

This form should be completed by the student and by the Dean of Faculty (or his/her nominee, normally the Centre Head) and returned to the Student Records and Data Office, Registry. Please be aware that in terms of fee liability, continuing status is effective from start dates of the quarters January/April/July/October of any academic year. If you apply to transfer to continuing status on any date other than the first of these months, your status will not change until the 1st of the following quarter from which you apply. Continuing students may still demonstrate and attract demonstrator payments.

Name [ ] Faculty & Department [ ]

URN [ ] Date of First Registration [ ]

Qualification Registered For [ ]

Current Registration Status: (circle as appropriate): Full-time Part-time Collaborative

Proposed Date of Transfer to Continuing Status [ ]

Contact Address during writing-up [ ]

Expected Date of Submission of Completed Thesis/Portfolio [ ]

Please give a brief timetable for the completion of your studies

\_\_\_\_\_

Declaration by Student

I have read the conditions overleaf and I apply to register as a Continuing Student as defined therein

Signed ..... Date .....

Confirmation by Faculty

I confirm that the applicant has satisfied the conditions for registration as a Continuing Student and I approve the transfer to Continuing status from the date shown.

Signed Supervisor ..... Date .....

Signed Head of Centre ..... Date .....

Signed Dean of Faculty or Nominee ..... Date .....

## DEFINITION OF A CONTINUING POSTGRADUATE RESEARCH STUDENT

A student registered for a Research Degree on a full-time, part-time or collaborative basis may apply to register as a 'continuing' student provided that:

- i) s/he has completed the required minimum period of registration (for the purpose of being eligible to transfer to continuing status - see table below) as prescribed in the relevant General Regulations;
- ii) the transfer is approved by both the principal supervisor and Head of Faculty's representative;
- iii) the student is making use only of the University's general facilities and is no longer deemed to be using facilities of the Faculty such as laboratories or other specialist facilities such as University computing equipment; and
- iv) in the case of a student who was registered on a full-time basis, the student is no longer in full-time attendance.

NB: Limited supervisory contact with the continuing student will be provided, connected to advice about writing up and thesis submission and a general level of contact should be agreed on an individual basis prior to transfer to continuing status. Students requiring more than this level of support should apply to re-register as part-time students.

### MINIMUM PERIODS OF REGISTRATION

(For the purpose of being eligible to transfer to Continuing Status)

MPhil	24 months	-	full-time & collaborative*
	36 months	-	part-time & collaborative**
PhD	36 months	-	full-time & collaborative*
	48 months	-	part-time & collaborative**
PhD (direct registration)			
	24 months	-	full-time & collaborative*
	36 months	-	part-time & collaborative**
DBA	24 months	-	full-time
	48 months	-	part-time / distance learning
DClinPrac	48 months	-	part-time
EngD	45 months	-	full-time
EdD	48 months	-	part-time
MD	24 months	-	part-time
PsychD	36 months	-	full-time
PsychD (Conversion)	12 months	-	full-time
	24 months	-	part-time

\* collaborative students first registered prior to October 2001

\*\* collaborative students first registered October 2001 onwards