**Form R3**

**April 2024**

*(This application must be wordprocessed)*

**Application for: Extension** [ ]  **OR Suspension** [ ]   **of Period of Registration**

***(Candidates must read Research Degree Regulations 4.12 and 4.13 prior to completing sections 1, 2, 3 and 4 of this form and sending it to the Research Degrees Administrator)***

**1. The Candidate**

Name:

 Student Number:

Faculty/School/Centre:

Research Title:

**2. Supervisors*:***

|  |  |
| --- | --- |
| *Director of Studies* |  |
| *Second Supervisor* |  |
| *Additional supervisor* |  |

**3. Registration**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| MRes [ ]  | MPhil [ ]  | LLM by Research [ ]  | PhD [ ]  | Professional Doctorate [ ]  |

 Date of initial enrolment:

R2 approved (if applicable): YES [ ]  Date approved: NO [ ]

Current mode of study: Full-time [ ]  Part-time [ ]

*Complete the extension* ***OR BOTH*** *suspension options below:*

|  |  |  |
| --- | --- | --- |
| [ ]  | **Extension** of registration period requested up to: |  |
| [ ]  | **Suspension** of registration period requested from: |  |
| **Suspension** of registration period requested until: |  |

**Reason for the delay in your work requiring an extension, or explain why a suspension is required** *(to be completed by the* ***Candidate,*** *who should note that it is not sufficient to simply outline progress to date):*

**4. Summary of Progress** *(to be completed by C****andidate****)*

*(The candidate is required to provide below a summary, not exceeding 500 words, of the progress on the project so far and of the work still to be completed.)*

|  |  |
| --- | --- |
| ***Signed*** *(Candidate):* | ***Date:*** |

**5. Recommendation of the Supervisors**

*(The DoS must provide a brief commentary on this request to explain their recommendation)*

Having considered all aspects of the candidate's progress and having examined the candidate’s summary of that progress, we recommend that the outcome of the application should be:

|  |  |
| --- | --- |
| *Suspended as requested by the candidate* | [ ]   |
| *Extended as requested by the candidate* | [ ]   |
| *Suspended from (insert new date):* | [ ]   |
| *Suspended until (insert new date):* | [ ]   |
| *Extended until (insert new date):* | [ ]   |
| *Not supported by the supervisors* | [ ]   |

|  |  |
| --- | --- |
| ***Signed*** *(DoS):* | ***Date:*** |
| ***Signed*** *(Second Supervisor):* | ***Date:*** |

***6. Previous Application History***

*(Completed by the Research Degrees Administrator prior to the Review Panel)*

**7. Recommendation of the Research and Doctoral College Review Panel[[1]](#footnote-1)**

*(A brief commentary should be provided here to explain the recommendation)*

Having met or otherwise communicated with the candidate, and having examined the candidate’s summary of progress, the Review Panel recommends that the outcome of the application should be:

|  |  |
| --- | --- |
| *Suspended as requested by the candidate* | [ ]   |
| *Extended as requested by the candidate* | [ ]   |
| *Suspended from (insert new date):* | [ ]   |
| *Suspended until (insert new date):* | [ ]   |
| *Extended until (insert new date):* | [ ]   |
| *Not supported by the Research and Doctoral College Review Panel* | [ ]   |

**Signed** (on behalf of the Research and Doctoral College Review Panel):

**Date:**

1. This Review Panel will normally comprise: The Candidate’s Director of Studies or relevant Research Coordinator or their nominee; at least one academic member and at least one professional administrative member of the Research and Doctoral College; plus any other individual deemed appropriate by the Panel Chair or by the Assistant Vice Chancellor (Research and Doctoral College). Normally following a meeting with the Candidate, who will then leave the proceedings, the Panel will normally arrive at a recommendation by consensus, to be put to the Board of Studies for Research Degrees. If no consensus is possible, the application will be referred to the Assistant Vice Chancellor (Research and Doctoral College) to determine the recommendation to be put to the Board. [↑](#footnote-ref-1)