

RESEARCH DEGREE: Application for suspension / extension or notification of withdrawal

Please refer to NTU Quality Handbook Part A Governance and Award Frameworks, Section 4A: Regulations for PhD/Mphil, or NTU Quality Handbook Part A Governance and Award Frameworks, Section 4D: Regulations for Professional Doctorates as Appropriate

This form should be used to apply to the College Research Degrees Committee or Professional Doctorate progression board for the suspension or extension to registration or to notify the withdrawal of a candidate. The form must be word-processed and forwarded to the Graduate School Office, who will arrange for the information to be received by the College Research Degrees Committee or Professional Doctorate progression board as appropriate.

The pre-populated information in this form is sourced from the University's Student Records system. If you believe that any data is incorrect, do not alter the data yourself but contact your Graduate School Office and ask them to amend the data in the Student Records system.

PART A: THE CANDIDATE

1. Student ID:
2. Name in full:
3. Email Address:
4. Date of Registration:
5. Mode of Study:
6. NTU Programme of Study:
7. Registered for the degree of:
8. Title of Research Programme:
9. Latest Possible Submission Date:
10. Collaborating Establishment(s)

PART B: APPROVED SUPERVISORY TEAM

11. Name	Designation

PART C: SUSPENSION OF REGISTRATION (Regulation 6 refers)

12. Period of suspension from DD/MM/YY to DD/MM/YY

13. Reasons for suspension of registration (Please attach supporting evidence):

PART D: EXTENSION TO REGISTRATION (Regulation 5 refers)

14. Extension of registration period up to: DD/MM/YY

15. Reason for extension (Please attach supporting evidence)

PART E: CANDIDATES SUMMARY OF PROGRESS

(Candidate to complete if applying for an extension to the registration period only)

PART F: SIGNATURE OF CANDIDATE

Signed by Candidate.....

Print Name.....

Date.....

PART G: WITHDRAWAL OF REGISTRATION (Regulation 7 refers)

16. Reason for withdrawal (tick as appropriate)

- (a) Academically unsatisfactory (b) Medical reasons
(c) Change of employment (d) Domestic reasons
] (e) Pressure of work (f) Other

17. Give a brief report on progress and circumstances leading to the withdrawal

PART H: SIGNATURES

We have considered all aspects of the candidate's progress /and the summary of progress given* together with the reasons for the suspension/extension*, and we recommend that the registration period be suspended/extended* as shown above. (* delete as appropriate)

Signed by Director of Studies/Lead Supervisor

Print Name.....

Date.....

Signed by Co Supervisor.....

Print Name.....

Date.....

Signed by Co Supervisor.....

Print Name.....

Date.....

Signed by Co Supervisor.....

Print Name.....

Date.....

FOR OFFICE USE ONLY

Approved by the Chair of the College Research Degrees Committee /
Professional Doctorate progression board

Signed by Chair

CRDC..... Print

Name.....

Date.....
