**UNIVERSITY OF ABERDEEN REGISTRY**

**REDUCTION IN TERMS OF STUDY APPLICATION FORM**

**FOR POSTGRADUATE RESEARCH STUDENTS WHO HAVE SUBMITTED THEIR THESIS BEFORE THE END OF THEIR PERIOD OF SUPERVISED STUDY**

This application should be agreed and signed by the student, the University Supervisor(s) and Head of School. A Graduate School Officer, on behalf of Senate, will consider the application and, if approved, a letter of confirmation will be sent to the student by e-mail and copied to the School.

Senate may on application by candidates for the degrees of Doctor of Philosophy or Master of Philosophy reduce the period specified under Regulation 10, provided that:

1. **no application to reduce the period of study may be submitted until a thesis is submitted for examination.;**
2. **for full-time candidates the period shall not be reduced to less than 24 months (PhD) or 12 months (MPhil);**
3. **for part-time candidates the period shall not be reduced to less than 36 months (PhD) or 24 months (MPhil).**

The period specified for those part-time candidates who are currently employed as members of the teaching and/or research staff of the University may be reduced similarly, allowing such candidates to submit after not less than 36 months (PhD), 24 months (MPhil) or 12 months (in the case of any other Master’s degree), as appropriate.

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| **STUDENT DETAILS** | | | | |
| **Name of Student:** | | | | |
| **Student ID Number:** | | | | |
| **University email address:** | | | | |
| **Degree Title:**  **(eg PhD in Chemistry)** | | | | |
| **Current Degree Programme start date:** | | | | |
| **Current Degree Programme end date:** | | | | |
| **Current thesis submission date:** | | | | |
| **Funding body / Sponsor:** |  |  |  |  |
| **Do you hold a Tier 4 Visa:** |  | **YES** |  | **NO** |

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| **PROPOSED CHANGE TO REGISTRATION** |
| **Provided it satisfies the above regulation, your end date would be amended to the date your**  **thesis was submitted to the Registry** |
| **Date of submission of thesis (*please note applications will not be considered until the thesis***  ***has been submitted for examination*):** |

**SEE BELOW FOR SIGNATURE BOX**

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| **APPROVAL**  This form should now be signed by the student and University Supervisor(s) | |
| **Student:** | **Date:** |
| **1st Supervisor:** | **Date:** |
| **2nd Supervisor:** | **Date:** |

**Approved by Postgraduate Officer**

**Date:**

**REGISTRY USE**

**New end date: Date changes made in SRS: By: Date letter written: By:**