Part 2 of this form should be completed by the convenor of the Progression Committee if it is felt that a student is unlikely to submit within 42 months but is likely to submit before 48 months (or part-time equivalent).

Students, supervisors and members of progression committees are reminded that a PhD thesis should normally be submitted within 36 months (or part-time equivalent) and that, except in exceptional and extraordinary circumstances, the Postgraduate Research School will NOT grant an extension beyond 48 months.

Part 1

Student Name:  
Student ID:  
Convenor, Progression Committee:  
Additional Committee members:  
School:  
Thesis title:  

Part 2 (Progression Committee convenor to complete)

1. Summarise the current status of the research project (tick all boxes that apply):

   Research activity completed  
   Thesis writing commenced  
   Supervisor has seen draft thesis material  
   Complete first draft of thesis exists

2. Explain in detail why the student is not expected to submit before 42 months (or equivalent in part-time study).
3 Has the student produced a satisfactory plan for completion and submission of the thesis (a copy of which has been attached to this form)?

YES/NO

4 Explain in detail why the committee believes the student will be able to submit before 48 months (or part-time equivalent).

Part 3 (Student to complete)
Do you agree with the assessment provided by the Progression Committee? 

YES/NO

If NO, please provide your comments:

Signatures:

Convenor, Progression Committee:…………………………………… Date: ……………………………

Additional Committee members:………………………………………… Date: ……………………………

……………………………………………… Date: ……………………………

Student: ……………………………………………… Date: ……………………………

Postgraduate Research School: ……………………………………………… Date: ……………………………

Comments (Postgraduate Research School/School Postgraduate Co-ordinator)

The extension (beyond 42 months but less than 48 months) is:

Approved ☐ or Rejected ☐

If applicable, date to which the extension is granted:

Signature: ……………………………………… Date: …………………

For Postgraduate School School Use

Student record updated on: ………………… by: …………………………… to indicate student’s progress and the extension granted.