

15. Notification of Withdrawal of Registration (Form RDC: W)

You may find that, for a variety of reasons, such as ill-health, change of employment or financial problems, you are not able to continue with your programme and that it is necessary to seek formally to withdraw your registration. In exceptional cases, supervisors may consider it advisable to seek the termination of a student's registration.

Notifications of withdrawal of registration are made on form RDC: W. In most cases, the form is completed by the student, indicating, from the list of possibilities provided on the form, the main reason for wishing to withdraw. If the student is unavailable to complete and sign the form, the First Supervisor may do so, giving the reasons for the student's unavailability.

You will be subject to an exit interview which will normally be carried out by the First Supervisor

Notifications of withdrawal of registration must be submitted in accordance with the format and procedures detailed in paragraph 7.2 and by published deadlines, which are available from The Graduate School Office and Faculty Assessors.

Please note that failure to formally withdraw from the programme will result in you being charged fees until such time as you do formally withdraw.