

## 7. Lengths of Registration and Maximum Periods of Time Before Submission

7.1 The minimum and maximum periods of registration, shown both in months and calendar years, are normally as follows:

	<u>Minimum</u>	<u>Maximum</u>
<u>MPhil</u>		
Full-time	12 months (1 year)	24 months (2 years)
Part-time	24 months (2 years)	48 months (4 years)
<u>PhD (via transfer or formal review route)</u>		
Full-time	36 months (3 years)	48 months (4 years)
Part-time	48 months (4 years)	72 months (6 years)
<u>PhD Direct (students enrolled prior to 1<sup>st</sup> September 2012 only)</u>		
24 months (2 years)	36 months (3 years)	
36 months (3 years)	72 months (6 years)	
<u>PhD by Published Works</u>		
Part-time	12 months (1 year)	24 months (2 years)
<u>MA/MSc by Research</u>		
Full-time	12 months (1 year)	15 months (1 ¼ years)
Part-time	24 months (2 years)	30 months (2 ½ years)

Extensions beyond the maximum period are solely at the discretion of the Faculty Head of Research Students (or nominee). Application for an extension must be made to the Panel, on the appropriate form and with the support of the student's First Supervisor, **before** the approved period of registration has expired.

Approved interruptions will be taken into account when a student submits an 'Application for Extension to Period of Registration'.

When submitting an 'Application for Extension to Period of Registration' form the student must produce a thesis outline agreed with the supervisor and can present such evidence as to help his/her case. The form shall be considered by the Faculty Head of Research Students (or nominee). In these cases there shall follow an interview, either face-to-face or over the telephone, with an experienced internal assessor appointed by the Faculty Head of Research Students. If medical evidence supports the first request for an extension the interview is not required. It is permissible to request subsequent extensions but the University will scrutinise additional requests carefully.

The criteria for the internal assessor to support the application are as follows:

- a) Substantial progress with respect to an agreed thesis outline,

- b) Whether the work is still timely,
- c) Availability of time and resources to complete the work.

The assessor shall express a view as to whether; in his/her opinion the resulting period of extension is sufficient.

**7.2** Submissions after the approved period of registration are not permitted unless with the approval of the Faculty Head of Research Students on exceptional grounds.

**7.3** Students exceeding a period of study longer than six years from the initial date of registration for full-time students and eight years from registration for part-time students may do so only in exceptional circumstances and with the express approval of the Faculty Head of Research Students. Applications for such exceptions will only be considered if a case is made six months before the last extension has expired.

These periods of time will not be changed by introduction of an interruption of Registration under Regulation 9.