

13. Notification of Student Entering the Writing-Up Period (Six months for MPhil or PhD and three Months for MA / MSc by Research)

Once you have reached the final stage in your programme of research and you are solely concerned with writing your thesis, which normally does not need a high level of supervision, the university has resolved that because you will be working on your own, for a nominal period, you will be charged nil fees (Six months for MPhil or PhD and three Months for MA / MSc by Research). If, however, you do not complete your writing-up in this time, **you will be charged a continuation fee for the remaining period.** This amount will be reduced upon formal submission of the thesis.

You will need to complete the *notification of a student entering the writing-up period* form. The form should be completed by the student and supported by the first supervisor. The start and end dates of the writing-up period must be stated.

Notification of a student entering the writing-up period must be submitted in accordance with the format and procedures detailed in Procedure 6.