

proposed programme provides a suitable basis for work at PhD standard which the student is capable of pursuing to completion.

Applications for transfer or formal review must be submitted in accordance with the format and procedures detailed in Procedure 6 and 8 and within specified timescales.

9. Application for Change in Approved Mode of Study

When you were registered for a research degree, approval was given for you to pursue your programme of research either full-time or part-time. If through a change of circumstances, such as change in your employment or in your financial position, you wish to change your mode of study from full-time to part-time, or vice versa, you must apply to the Faculty Head of Research Students (or nominee) for approval. A change in mode of study affects the date by which you will be expected to complete your programme of research. Guidance should be sought from the Graduate School Office on the revision of expected dates of completion.

No change of mode shall be considered following the commencement of the fee free completion period.

Overseas students who are studying full-time in the UK would have to prove that their visa status allows a change to part-time study.

You will need to complete the *applications for change in approved mode of study* form, on which you need to state the change you wish to make, indicating in consultation with the Graduate School Office, the date on which you wish the change to occur and putting forward a new date when you will expect to complete your studies. You also need to indicate the main reason for wishing to change your mode of study. Your application needs to be supported by your supervisors to indicate that they recommend the proposed change.

Applications for change in mode of study must be submitted in accordance with the format and procedures detailed in Procedure 6.

10. Application for Change in Approved Arrangements for Supervision

The supervision team approved by the Research Degrees Committee Faculty Review Panel at registration is an integral part of the research programme. If there is a change in circumstances, such as one of your supervisors leaving the employment of the University or a shift in your research direction which requires different or additional subject expertise, it may be necessary to seek approval for a change in your supervisors. It is important to note that, in order to avoid potential difficulties, approval for any change in supervisors needs to be sought as soon as possible. Any proposals for a change in the supervisory team can only be made with the agreement of the student, and is the responsibility of the First Supervisor (or nominee).