

Application for Transfer of Registration from PhD to MPhil

SECTION A – To be completed by the student

Information for Tier 4 visa students

If you have a Tier 4 visa you **must** contact Research Student Visa (researchstudentvisas@sussex.ac.uk) before completing this form. They will be able to advise on whether you need to make a new visa application before the course change.

If you are in receipt of a United States Federal Direct Loan, this request may have an impact on your funds. Please seek advice from the Financial Aid Office before proceeding (usfinancialaid@sussex.ac.uk)

| | | | | | |
|------------------------|---|--|----------|---|--|
| Name | : | | Reg. No. | : | |
| Degree Programme | : | | School | : | |
| Correspondence Address | : | | | | |

| | |
|---|---|
| Please check one box: (please note if a box is not checked, this request cannot be approved) | <input type="checkbox"/> I am in receipt of, or have been in receipt of, a Federal Direct Loan during my PhD/MPhil <input type="checkbox"/> I am not in receipt of, and have not been in receipt of a Federal Direct Loan during my PhD/MPhil |
|---|---|

I wish to transfer my registration from PhD to MPhil:

| | | | | | |
|--------|---|--|------|---|--|
| Signed | : | | Date | : | |
|--------|---|--|------|---|--|

(Student)

SECTION B – To be completed by the main supervisor

I recommend that the above student transfer his/her degree of registration as above:

| | | | | | |
|--------|---|--|------|---|--|
| Signed | : | | Date | : | |
|--------|---|--|------|---|--|

(Main Supervisor)

SECTION C – To be completed by the Director of Doctoral Studies

I approve the transfer as recommended above:

| | | | | | |
|--------|---|--|------|---|--|
| Signed | : | | Date | : | |
|--------|---|--|------|---|--|

(Director of Doctoral Studies or MAH Associate Dean for Doctoral Studies)

Once completed, please return to the Student Records Team