UNIVERSITY OF SUSSEX

INTENTION TO RE-SUBMIT FORM

*To be completed **two months** before student's intended re-submission date, in order for the Research Student Administration Office to formally notify the examiners to be prepared to receive and re-examine the thesis.*

Please note, if you are in receipt of a 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)

If you are an overseas student and are thinking of applying for the Doctorate Extension Scheme visa please seek advice from an International Student Advisor (immigration@sussex.ac.uk). **It is essential that you apply for this visa before you formally complete your PhD.** *Please see the following link for more details:*

http://www.sussex.ac.uk/internationalsupport/working/doctorateextensionscheme

SECTION A – To be completed by the candidate

Full Name	:	Reg. No.	:
Address	: This **must not** be a pigeonhole address. This address will be used for all future correspondence relating to the examination and graduation processes (please inform the Research Student Administration Office of any subsequent change of address).		
Email Address	:	Intended Date of Re-submission	:
Degree Programme	:	School	:
Title of Thesis	:		

I certify that:

(Tick as appropriate)

☐ The thesis does not exceed the permitted word length (see handbook: http://www.sussex.ac.uk/rsao/regulations/)

☐ The thesis does exceed the permitted word length, and I have attached written approval for this from the Director of Doctoral Studies (see handbook: http://www.sussex.ac.uk/rsao/regulations/)

I understand that the assessment of my thesis will be undertaken by the duly appointed examiners, and I accept that the approval of my application for entry to the research degree examination does not imply or constitute any judgement as to the academic standard of the thesis by any signatories to this application form.

Please check one box: (please note if a box is not checked, this request cannot be approved)	☐ I am in receipt of, or have been in receipt of, a Federal Direct Loan during my PhD/MPhil ☐ I **am not** in receipt of, and have not been in receipt of a Federal Direct Loan during my PhD/MPhil

Signed		Date	:

(Student)

SECTION B – To be completed by the main supervisor

I certify that the details provided by the student in Section A are correct.

If you are unable to certify the above, please explain the reason below:

:

Signed		Date	:
Please Print Name	:		

Once completed, please return this form, along with a copy of the summary (or abstract) to the research student exams team researchexams@sussex.ac.uk
Tel: 01273 876550