



RESEARCH DEGREE AMENDMENT FORM

- Please print this form and complete in BLOCK capitals
- **Please note, if you are being sponsored or you are in receipt of a scholarship we need written confirmation from the relevant sponsor that they will continue to fund your studies if you change mode of study**
- The change is not effective until: Registry have received confirmation from your sponsor (if applicable); all signatories have approved the change, and the form has been received and processed by the Registry

A: Please complete this section in BLOCK LETTERS

Surname (Family name)			
All other names		Student Number	
1 st Supervisor		Faculty & Department	

B: Please tick appropriate box or highlight/delete appropriate lines to indicate the action required

- Transfer of registration from MPhil to PhD – date of the **Upgrading seminar**:
- DrPH Review completed – date of the **Review seminar**:.....
- Change to mode of study: full-time to part-time or part-time to full-time – **with effect from**:.....
- Other amendment – please specify below

C: Use this space to give further information (Use another sheet if necessary)

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Students should sign box D and then ask the IAS to sign (if applicable) followed by their supervisor. Once these signatures have been added to the form the student should forward it to their FRDM for further processing

D: Signature of Student

Signed	Date
For Overseas Students Only: I confirm that I have spoken with the Immigration Advisory Service regarding the visa implications of this change	

E: Approved by the Immigration Advisory Service (IAS) - only required when requesting a change to mode of study

Signed	Date
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F: Approved by Supervisor

Signed	Date
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For use by FRDM: Signature of Departmental Research Degrees Co-ordinator (if applicable) Approved by Faculty Research Degrees Director	Date
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I: FOR REGISTRY USE

Approved by Head of Student Records	Date:
US Loan Approval	Date:
ESRC/MRC/Scholarship -checked for stipend	Date:
Noted by Student Immigration & Compliance Manager /If CAS Number Inform UKVI	Date:
SITS Action/Cancel TFL Card	Date:
Fee Action	Date:
Student informed	Date:
Programme Director/TSO Programme Administrator/Supervisor/FRDM Informed	Date:
Head of Student Records	Date: