**York St John University**

**Request to postpone the date for PhD transfer**

Postgraduate researchers (PGRs) who are registered as Prov PhD students should complete the transfer process by the 12 month stage for full-time PGRs or 24 months for part-time PGRs.

A request to postpone the date for transfer assessment can be made using this form. However, PGRs should be aware of the maximum limit for completion of the transfer process (18 months after registration for a full-time student or 30 months for those on part-time study).

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| --- | --- |
| **Name**  |  |
| **Student Number** |  | **School** |  |

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| --- | --- | --- | --- |
| **Start date on programme** |  | **Mode of Study** |  |
| **Date transfer due to be done**  |  |
| **Postponement requested** |  |
| **Reason(s) for postponement** |  |

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| --- |
| **Signed:**  |
| PGR |  | Date: |  |
| Supervisor |  | Date: |  |
| **Approval:**  |
| School Postgraduate Research Lead (or alternate) |  | Date: |  |

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| --- |
| **Registry use:**  |
| Outcome notified |  |

The form must be fully completed, signed by the School Postgraduate Research Lead and sent to research@yorksj.ac.uk