

# FORM UPR12

## Application for Extension of Registration



Please complete and return the form to your First Supervisor

<b>Postgraduate Research Student (PGRS) Information</b>		<b>Student ID:</b>	<input type="text"/>			
<b>PGRS Name:</b>	<input type="text"/>					
<b>Department:</b>	<input type="text"/>	<b>First Supervisor:</b>	<input type="text"/>			
<b>Study Mode and Route:</b>	Part-time	<input type="checkbox"/>	MPhil	<input type="checkbox"/>	MD	<input type="checkbox"/>
	Full-time	<input type="checkbox"/>	PhD	<input type="checkbox"/>	Professional Doctorate	<input type="checkbox"/>

PhD, MPhil & MD students may apply for 6 months or 1 year. Prof Doc students may apply for 6 months, 1 year, 18 month or 2 years.  
An extension of up to 6 months in length would be charged at 50% of the extension fee, an extension beyond 6 months in length would be charged at 100% of the extension fee ([Tuition Fee Policy](https://kb.myport.ac.uk/Article/Index/12/4?id=2230) at <https://kb.myport.ac.uk/Article/Index/12/4?id=2230>)

<b>Extension Requested</b>			
<b>Date From:</b>	<input type="text"/>	<b>Date To:</b>	<input type="text"/>

<b>Exceptional Extension Requested</b> (Please attach a written statement detailing the reason for an Exceptional Extension)			
<b>Date From:</b>	<input type="text"/>	<b>Date To:</b>	<input type="text"/>

<b>Reason for Extension Request</b> (for reporting purposes only)			
<b>Further research and work required</b>	<input type="checkbox"/>	<b>Writing up only</b>	<input type="checkbox"/>

<b>Signatures:</b> The signatories listed below must see and acknowledge this form by inserting a JPEG electronic signature at picture icon(s) or attaching email confirmation.		
<b>PGRS:</b>	<input type="text"/>	<b>Date:</b> <input type="text"/>
<b>First Supervisor:</b>	<input type="text"/>	<b>Date:</b> <input type="text"/>
<b>Departmental Research Degrees Coordinator:</b>	<input type="text"/>	<b>Date:</b> <input type="text"/>
<b>Chair, Faculty Research Degrees Committee</b>	<input type="text"/>	<b>Date:</b> <input type="text"/>
Only once signed by the Chair, FRDC, please send to <a href="mailto:researchdegrees@port.ac.uk">researchdegrees@port.ac.uk</a>		