

The University of Liverpool

NOTICE OF INTENTION TO SUBMIT A PhD OR MPhil THESIS

All students who intend to submit a thesis for the degree of MPhil or PhD should complete this form. The completed form should be forwarded to the appropriate Faculty Office not less than TWO MONTHS before the thesis is expected to be presented.

Section A should be completed by the student. The form should then be submitted to the Head of Department for completion of Section B and forwarding to the Faculty Office, who will copy it on receipt to the Student and Examinations Division.

SECTION A: TO BE COMPLETED BY THE STUDENT

Name: _____
(Family Name) (Other Names) (Mr/Ms)

Student Number: _____ Faculty: _____ Department: _____

Supervisor: _____ Degree sought (MPhil or PhD): _____

Title of thesis: _____

Approximate date of presentation: _____ Will the thesis be presented in a temporary binding? Yes / No

Address to be used for notification of result of application: _____

SECTION B: TO BE COMPLETED BY THE HEAD OF DEPARTMENT (in typescript or black ink please)

I certify that the candidate has undertaken research work in my Department in accordance with the requirements of the Ordinance and Regulations for the degree of MPhil/PhD. I recommend that the following examiners be appointed to examine the thesis:

INTERNAL
Name and Department

EXTERNAL
Name, status (if not a Professor), and address

A brief statement should be attached to the form indicating the specialised competence of the examiners and how this matches up with the content of the candidate's thesis. Justification should also be provided if the proposed examiner is below Senior Lecturer/Principal Lecturer grade, if he/she is not an employee of a university, or if he/she has not acted as an examiner previously.

I certify that the examiners have agreed to assess this thesis: Signed: _____ Date: _____

FOR USE BY THE STUDENT AND EXAMINATIONS DIVISION

Candidate accepted under Clause _____ of the Ordinance

Date of acceptance: _____

Thesis not to be submitted before: _____

Eligible to submit thesis up to: _____

JLS/SED/2042
Feb 2000