

**Research Degree Thesis Submission Form (RD02)**

You should submit a completed version of this form to the Research Degrees Office at the same time as you submit your thesis => [researchdegrees@qmul.ac.uk](mailto:researchdegrees@qmul.ac.uk?subject=Thesis%20submission)**This should be at least one month before any date set for the oral examination.**

**Notes on the examination process:**

1. The [Academic Regulations](https://www.qmul.ac.uk/governance-and-legal-services/policy/policies-by-category/) specify that the examination is held in private and it is not a public examination.
2. All matters related to the examination is confidential. Examiners are not permitted to divulge the content of previously unpublished material, contained in the student’s thesis, until such time as the thesis is made available, or any restrictions on access to the thesis are removed.
3. The viva may not be recorded.

**Notes on reasonable adjustments for the examination:**

1. The educational needs provision of the Equality Act 2010 requires institutions to make reasonable adjustments for candidates with physical and special learning differences in their assessment.
2. If students need to discuss any specific learning differences, please contact the QMUL [Disability and Dyslexia Service](https://www.qmul.ac.uk/disability-and-dyslexia-service/).
3. Candidates are asked to inform the [Research Degrees Office](mailto:researchdegrees@qmul.ac.uk), at the time of examination entry (or as soon as possible afterwards) if they require any special arrangements to be made.
4. Examiners will be advised of any such arrangements with their appointment letters, or as soon as the [Research Degrees Office](mailto:researchdegrees@qmul.ac.uk) gets notified by the student, or by a healthcare professional, on the student’s behalf.
5. Supervisors and students should not inform examiners of any special arrangements directly. It should be communicated formally by the [Research Degrees Office](mailto:researchdegrees@qmul.ac.uk).

**Section A: Candidate details**

|  |  |
| --- | --- |
| Name of candidate: |  |
|  |  |
| Student ID number:  (9-digit) |  |
|  |  |
| School/Institute: |  |
|  | |
| Degree for which entered:  (delete as appropriate) | MPhil / PhD / MD(Res) / EngD |
|  |  |
| Date of thesis submission: |  |
|  |  |
| Title of thesis: |  |
|  |  |
| Date of Viva (if known): |  |

Section B: Declaration of word length and statement of originality

|  |  |
| --- | --- |
| Name of principal supervisor: |  |
|  |  |
| Approximate word length of thesis: |  |

1. Please check **one** box:

I confirm that the above thesis does not exceed the word limit prescribed in the Regulations.

I confirm that the above thesis exceeds the word limit and has received a suspension of Regulations with attached confirmation.

1. I confirm that the work presented in the thesis is my own and I have included in the thesis a statement of originality detailing any work done in collaboration.

|  |  |  |
| --- | --- | --- |
| Candidate signature: |  | |
|  |  |
| Date: |  | |

In signing below, the supervisor certifies that the thesis presented is the student’s own work and is suitable for examination.

|  |  |  |
| --- | --- | --- |
| Supervisor signature: |  | |
|  |  |
| Date: |  | |

Submit this form with the electronic copy of your thesis to: [researchdegrees@qmul.ac.uk](mailto:researchdegrees@qmul.ac.uk?subject=Thesis%20submission)