

FORM SD1 - APPLICATION FOR APPROVAL TO SUBMIT A DISSERTATION/THESIS/ FINAL PROJECT



PRIFYSGOL
BANGOR
UNIVERSITY

Approval is required before you may submit your thesis/dissertation.

Please answer all questions on the form.

- 1) Please return the completed form to the Student Administration Office for processing at least 10 working days before the submission deadline, but not more than 28 days before you intend to submit.
- 2) The checklist below will be verified prior to informing your College/School that 'approval to submit' has been granted. If any requirements have not been met, then you will be informed via e-mail of the required actions before approval will be granted.
- 3) Guidelines and further details on how a thesis/dissertation should be submitted (e.g. format and binding, etc) are outlined in the 'PG Diploma/Masters Courses – A Student Guide' and in the 'Handbook for Research Students and Supervisors' available at <http://www.bangor.ac.uk/ar/main/publications/handbooks.php.en>

Last Name: _____ Forename(s): _____	
Alternative address for correspondence if different from permanent home address (please note that this address will be used for all correspondence in future e.g. result letters, graduation ceremony information, award certificate etc).	
Student ID Number: 5 _ _ _ _ _	Permanent e-mail address: _____
School: _____	Submission Deadline (DD/MM/YYYY) _ _ / _ _ / _ _ _ _
Is this your original date for submission or have you been granted an extension or are you resubmitting?	
Original Date for Submission <input type="checkbox"/> Resubmission <input type="checkbox"/> Granted an Extension <input type="checkbox"/> Number of months granted.....	
Course / Programme Title / Area of Research (e.g. MA Education): _____	
Final Title of Dissertation / Thesis (or alternative module/project title if Business School). Please print clearly:	
Were your tuition fees waived under the BU Staff/Research Assistant regulations? YES / NO	
Masters by Research, MPhil, PhD, EdD, DHealthCare & DCLinPsy Students only:	
Do you intend to present mitigating circumstances to the Examination Board? YES / NO	
In the event of your qualifying for your Degree, do you wish to attend the Graduation Ceremony (if this section is left blank, we will assume that you wish to attend):	
Attending <input type="checkbox"/> In Absentia <input type="checkbox"/> (please place a <input checked="" type="checkbox"/> in the relevant box)	
Checklist: Please ensure and confirm that you have done all of the following:	
a) Returned all library books and paid any due library fines	<input type="checkbox"/>
b) Provided certification of your entry qualifications <i>*(if in doubt, please check with the Student Records Office)</i>	<input type="checkbox"/>
c) Paid all money due to the Bangor University (tuition fees, accommodation etc).	<input type="checkbox"/>
d) Enclosed your Submission / Re-submission fee where applicable. (i.e. for Staff members, Research Assistants and for all re-submissions) . For fee rates, please see: http://www.bangor.ac.uk/ar/main/fees/home.htm 'Other charges'.	<input type="checkbox"/>
e) Were you in receipt of US loans to fund your studies at Bangor University YES / NO (delete as appropriate)	<input type="checkbox"/>
If YES, have you completed exit counselling at www.studentloans.gov ?	
I confirm that I have fulfilled the requirements stated above (NB - failure to comply will result in a delay to approval being granted).	
Signature: Date:	
For Student Records Office use only: (GT only) Correct amount of modules recorded <input type="checkbox"/> Part one results recorded <input type="checkbox"/>	
Date Received: NOT Approved (sig): Date:	
Date Received: APPROVED (sig): Date: (stamp):	
Date Dissertation/Thesis (first copy) initially received by School: _____	
Once completed this form should be returned by post, fax or as a scanned attachment to the Student Administration Office: Student Administration Office, Academic Registry, College Road, Bangor, Gwynedd LL57 2DG Tel: 01248 388484, Fax: E-mail: student-admin@bangor.ac.uk	