

Extending the Submission Deadline of your PhD Thesis (otherwise known as extending your 'end of registration date': what you need to do and how to apply

You should aim to submit your thesis within four years at a maximum. Your very final submission deadline or 'registration date' can be found on your self-service pages in CamSIS and is likely to be the 30 September four years on from when you began your programme (if you started in October and have not undertaken any period of intermission).

If you know that you will be unable to submit your thesis before your final submission deadline, you will need to make a formal application via your self-service pages in CamSIS in advance of the final submission deadline. It is important that you make your application in consultation with your Supervisor and College Graduate Tutor. You may also find it useful to discuss your application with your Course Administrator or Graduate Student Administrator.

It is important to propose a realistic deadline in your application which takes into account formatting, printing and binding your thesis once you have completed your writing. It is much better to over-estimate the time you need rather than making several applications.

If you are making your application on medical grounds, you will need to include a note from your medical doctor, counsellor or your College Graduate Tutor.

It is really important that you talk about any circumstances which are preventing you from working effectively with one or more of these staff from your graduate team. If you feel that you have not been able to work at all because of your health or other personal circumstances for a complete term or more, it might be more appropriate to apply to intermit as opposed to applying to extend your submission deadline. For information on intermission see:

<http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/intermission>

For information on how to extend your submission deadline and how to make an application see:

<http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/extending-your-end-registration-date>

If you have any questions about extending your submission deadline email:
Grad.enquiries@aha.cam.ac.uk.