CF2 – Research Degree Thesis Submission Form

| Candidate details | Please the details in below |
| --- | --- |
| Candidate name |  |
| Student ID number |  |
| Thesis title |  |

| Declarations |
| --- |
| **Maximum word lengths**  Maximum word lengths apply to theses submitted for the degree of MPhil or PhD. Typically, an MPhil thesis can be no more than 60,000 words and a PhD thesis no more than 100,000. However, different word lengths apply to specific practice research programmes. For more information, please refer to the Code of Practice for Postgraduate Research and Training or to your programme specifications. |
| **Please tick ONE as appropriate**:  My thesis does **not** exceed the maximum word limit for my programme  I have been granted an **extension to the maximum** word limit for my programme by Research Degrees |
| **I hereby confirm that the word length of:**   * the thesis, including front matter and footnotes is: * the bibliography is: * the appendices (if applicable) is: |
| **Declaration of authorship**  I hereby declare that this thesis and the work presented in it is entirely my own.  Where I have consulted the work of others, this is always clearly stated. |

| Signatures | Please date and sign below |
| --- | --- |
| Date of submission |  |
| Candidate signature |  |

# Research Degree Examinations

## Dispatch of your thesis

Congratulations on submitting your thesis for examination! Once the Examiners have been nominated and confirmed, we will send out your thesis to your Examiners, and notify you via email.

## Examination and outcome

Your main Supervisor is responsible for arranging a date and venue for your viva and for notifying Research Degrees of the date. If you are re-submitting your thesis following a 'Revise and Resubmit’ outcome, your Examiners have the option to dispense with a second viva. We will inform you at the earliest opportunity whether a second viva is required.

Following your viva, your examiners are asked to report the outcome of the examination directly to Research Degrees within 14 days. Once we have received notification of this result, we will contact you with further instructions. In the case of a Second Examination with no viva, you will normally receive notice of your outcome within 3 months.

## Contacting you during the examination process

We will contact you about your examination using your College email address. Please ensure that you are checking your college account regularly. Your access to college facilities will continue until your examination is completed. You can contact the IT helpdesk on 020 7919 7555 (helpdesk@gold.ac.uk) if you have difficulties accessing your account.

**Contacting Research Degrees**

Our team is here to support you throughout the Examination process, please do not hesitate to contact us via email on [research-degrees@gold.ac.uk](mailto:research-degrees@gold.ac.uk).

# Document history

| **Version** | **Date** | **Details** | **Author** | **Approved** |
| --- | --- | --- | --- | --- |
| 1.0 | 02/10/2020 |  | Marie-Alix Thouaille | Approved |
| 2.0 | 23/07/2021 | Address update | Marie-Alix Thouaille | Approved |