REGISTRY

University of Dundee

PGR SUBMISSION CHECKLIST

SUBMISSION OF TEMPORARY BOUND THESIS FOR EXAMINATION

Please check the list below and tick box where appropriate

Name of Student
SURNAME, Forename

Matric No

Degree (PhD, MPhil, MSc, MD, other)

School

At least 3 months prior to actual submission the Intention to Submit form (ITS) approved by School and submitted to Research Records in Registry, 6 Airlie Place? ☐

Higher Degree Schedule form (HDS) completed and handed over to the Student Enquiry Centre, along with the thesis on day of submission? ☐

Signed Thesis Declaration? ☐

Two copies of Thesis delivered to the Convener and the Internal Examiner of School? ☐

If this is a practiced based Degree are exhibition venue and dates arranged? (Duncan of Jordanstone of Art and Design and Architecture only) ☐

Are you a member of University Staff?
2018/19 £600 Presentation Fee payable on submission (as per your original Offer Letter) ☐

Are you submitting your thesis for re-examination?
2018/19 £250 Re-submission Fee payable on receipt of revised thesis ☐

If resubmission, has your thesis title been modified? ☐ YES ☐ NO

Modified Title

PLEASE NOTE: THERE WILL BE A DELAY IN SENDING YOUR THESIS TO THE EXTERNAL EXAMINER IF ANY OF THE ABOVE IS UNTICKED

Please contact Research Records in Registry on 01382 384648 / 385548 if you have any queries.

FOR INFORMATION: Graduation cannot take place until the **FINAL VERSION** (including corrections) of the Thesis is uploaded to Discovery on: https://www.dundee.ac.uk/library/research/theses/