Registry Research Records

**PGR SUBMISSION CHECKLIST**

**Please check the list below and tick boxes where appropriate.**

Name of Student: Click or tap here to enter text. School: Click or tap here to enter text.

Matric No: Click or tap here to enter text. Degree [ ] PhD

 [ ] MD

 [ ] ProfDoc

 [ ] MPhil

 [ ] MScR

 [ ] Other: Click or tap here to enter text.

[ ]  **At least 3 months prior to actual submission** the Intention to Submit form (ITS) approved by School and submitted to Registry, Research Records?

[ ]  Higher Degree Schedule form (HDS) completed and submitted to Registry, Research Records, along with the thesis on day of electronic submission?

[ ]  Signed Thesis Declaration?

[ ]  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? Current £600 Higher Degree Presentation Fee payable on submission (as per your original Offer Letter).

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[ ]  Are you submitting your thesis for re-examination? Current £250 Resubmission Fee payable on submission of revised thesis.

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If resubmission, has your title been modified? [ ] YES / [ ] NO

Modified Title: Click or tap here to enter text.

If you have any queries, please contact Registry, Research Records on **registryresearch@dundee.ac.uk**