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**Application for Full-Time Research Students (PhDs, MDs and Research Masters)**

**locating off-campus for more than 3 months in any academic year**

1. Student, Supervisor and GRC member to complete form GS-090 and submit to Head of School.
2. In cases of approval, the Head of School gives the completed form to the College Vice Dean for Graduate Studies.
3. Decision is noted at the next Graduate Studies Board meeting.

|  |  |
| --- | --- |
| **Date:** |  |
| **Student name:** |  |
| **Programme:** **(PhD or MD or Research Masters)** |  |
| **Primary supervisor:** |  |

**Rationale for application:**

**Source of external funding (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Has the relevant funding agency been informed?** Yes/No

**Off campus location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Period off-campus (provide dates): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(The off-campus period should normally commence no earlier than 3 months after the application submission date.)

**Please specify supervisory arrangements for off-campus period:**

(to include details of local supervision off campus):

**Please specify arrangements for annual progress reviews:**

(to include reporting to GRC and GRC meetings):

**Please specify arrangements to facilitate teaching (by student):**

|  |  |  |
| --- | --- | --- |
|  | **Signature** | **Date** |
| **Student** |  |  |
| **Supervisor** |  |  |
| **Member of GRC** |  |  |

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*For office use only*

*Approved by:*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Head of School Date*

*Head of School to send completed form to Vice-Dean for Graduate Studies.*

*Noted at Graduate Studies Board meeting of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *Date*