

**EXCEPTIONAL REQUEST FOR AN EXTENSION TO A MAXIMUM REGISTRATION PERIOD, AND REQUEST FOR ADDITIONAL STUDENTSHIP STIPEND PAYMENTS**

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| STUDENT NAME | Click or tap here to enter your name. |
| STUDENT NUMBER | Click or tap here to enter your student number. |
| RESEARCH PROGRAMME/MODE OF STUDY | Click or tap here to enter your research programme/mode of study. |
| DIRECTOR OF STUDIES | Click or tap here to enter your name. |
| RESEARCH START DATE | Click or tap to enter a date. |
| MAXIMUM REGISTRATION DEADLINE DATE | Click or tap to enter a date. |
| NEW REQUESTED SUBMISSION DATE | Click or tap to enter a date. |
| REASON FOR REQUEST  Click or tap here to enter your reason for request. Textbox will expand as you type. | |
| Please set out the case for additional studentship stipend payments, where relevant. Supporting documents may be submitted too.  (At present, a maximum of two months' additional payments are possible for PGRs on internal studentships, and who are still in the supervisory phase of their research).  Click or tap here to enter text. Textbox will expand as you type. | |
| REQUEST MADE BY | Click or tap here to enter your name. |
| SUPPORTED BY DEAN OF RESEARCH/NOMINEE | Click or tap here to enter name of Dean / Nominee. |
| APPROVED BY ACADEMIC REGISTRAR/NOMINEE | Click or tap here to enter name of academic registrar/nominee. |
| SITS UPDATED | Click or tap here to enter text. |
| STUDENT NOTIFIED | Click or tap here to enter text. |
| DIRECTOR OF STUDIES NOTIFIED | Click or tap here to enter text. |
| REPORTED BACK TO CRDSS | Click or tap here to enter text. |