

Research Degrees

# RD7 Application for Writing up Status

Full-time students may apply for writing-up status after three years (36 months) of study and part-time students after six years (72 months) of study at the full fee. If there is an intermission before application for the writing-up year, the months will be extended accordingly.

Supervisors should confirm that the student is in their final 12 months of study (part-time: 24 months of study), that Ethics has been approved and that research analysis has been completed.

The writing-up fee is available for a 12-month period for full-time students and a 24-month period for part-time students. Please note that the writing-up fee is typically reduced compared to the yearly fee. For specific details, please consult the fees team at feequery@londonmet.ac.uk.

The writing-up period cannot be extended. Students revert to the full fee following the writing-up period and until submission of their thesis.

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| Section one – your details |
| Student ID  |  | Name |  |
| Enrolment date (dd/mm/yyyy)(you should have received an email from welcome@londonmet.ac.uk confirming your enrolment) |  | School | ☐School of Art, Architecture and Design☐Guildhall School of Business and Law☐School of Computing and Digital Media☐School of Human Sciences☐School of Social Sciences and Professions☐School of the Built Environment |
| Start date |  | End date |  | I am: (Tick all that apply) | ☐Home☐International☐Full-time☐Part-time☐ Mixed (please detail):\_\_\_\_\_\_\_\_\_\_\_\_ |
| Section two – writing up request |
| Previous intermissions already granted*(If applicable, must be filled out)* |  |
| Previous extensions already granted*(If applicable, must be filled out)* |  |
| Please note that to be eligible for the writing-up status, you need to have completed 36 months as a full-time student, or 72 months as a part-time student. Please note that any period of intermission will not count towards your period of registration, and it is important that you confirm any approved breaks in studies. |
| I can confirm I have completed 36 months (full-time) or 72 months (part-time) of study. | ☐Yes☐No |
| Date from which you wish to apply for writing up status (dd/mm/yyyy)(Please note that we won’t be able to accept dates such as ‘November 2024’ or ‘end of January 2025’) |  |
| **Signed (student)** |  | **Date** |  |
| **Signed (supervisor)** |  | **Date** |  |
| Research Degrees Sub Committee Approval(OFFICE USE ONLY) |
| **Chair/Vice Chair of the RDSC** |  | **Date** |  |