

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](mailto: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.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Section one – your details | | | | | | | | |
| Student ID |  | | | Name |  | | | |
| Enrolment date (dd/mm/yyyy)  (you should have received an email from [welcome@londonmet.ac.uk](mailto: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** |  | |