

## Completion and approval of the MPhil/PhD exam entry form

It is recommended that the exam entry form is submitted two months prior to submission.

**Section A-C** is completed and signed by the student

**Section D** is completed by the supervisor. Once this is completed:

**School of Business and Management**

**School of Humanities**

**School of Engineering, Physical and  
Mathematical Sciences**

**School of Performing and Digital Arts**

**School of Law and Social Sciences**

**School of Life Sciences and the Environment**

The supervisor will send the entry  
form to the School Director of  
PGR Education

The supervisor will send the entry  
form to the Departmental PGR  
Lead for approval

The Departmental PGR Lead will  
send the entry form to the School  
Director of PGR Education for  
further approval

The School Director of PGR Education will consider the examiners and chair for approval, on behalf of the College, and submit the completed form to the Doctoral School. The Doctoral School will formally invite the examiners and chair and then update all relevant parties