Change of Start Date

For Postgraduate Research students

Please note:

- Changes to your start date as registered Student Record System must be requested within 6 months of completing your enrolment with the college. Changes to your start date will not be permitted after this time.

- Royal Holloway Tier 4 Student Visa Holders: If you are studying at Royal Holloway under a Tier 4 Student Visa, you are not permitted to change your start date once you have used your Confirmation of Acceptance of Sponsorship (CAS) entered the UK.

- Funding by a Research Council, external agency, or College Scholarship: If your studies are being funded by a Research Council, external agency, or College Scholarship, your start date may be set by the conditions of your funding. Please ensure that your College start date matches the start date agreed with the funding body and that any changes to your start date are agreed by the funding body prior to requesting the change with the college.

Unless otherwise informed, your start date will be recorded as the date specified in your Offer Letter and as displayed in the Online Sign-Up process. Your start date will usually coincide with the start of term unless a different date has been agreed in advance with your department. In such cases, the start date should be recorded as the date of your first contact with RHUL onsite, whether that is the date of your Identity Check or the date of your first meeting with your supervisor/departmental administrators.

Student Details

First Name: ___________________________  Family Name: ___________________________

Student Number: ___________________________  Visa Type (if applicable): ___________________________

Programme of Study (e.g. PhD History): __________________________________________

Student’s Confirmation

I confirm I have read the information above and have agreed the following change of start date with my funding body (if applicable) and my department:

Start Date Currently on the Student Record System (dd/mm/yyyy): ___________________________

New Agreed Start Date (dd/mm/yyyy): ___________________________

Student’s Signature: ___________________________  Date: ___________________________

Academic Approval (by the Supervisor and counter-signed by the PG Administrator)

Supervisor:

Signature: ___________________________  Print Name: ___________________________  Date: ___________________________

PG Administrator:

Signature: ___________________________  Print Name: ___________________________  Date: ___________________________

Please return the completed form to researchdegrees@royalholloway.ac.uk or to the Student Services Centre