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3.3.3 If a student reaches the end of a Faculty extension and the thesis is still not complete, the student may repeat the steps above and request a further University Research Committee extension, requiring approval from First Supervisor, Research Officer, and URC Chair. Such a request will be granted in exceptional circumstances, for up to one year. The writing up fee will continue to be applied. Prior to completion of the Extension Form, a meeting between student, First Supervisor, and Research Officer should be held to determine a clear path to completion of studies. Any student unable to work on their thesis for any reason, during either their original period of study or Faculty extension phase, is strongly encouraged to request a suspension of studies rather than rely on a URC extension.

3.3.4 If a student is approved for a URC extension and does not produce a thesis by their revised end date, they will usually be terminated from the programme.

## 3.4 SUSPENSION OF STUDIES

3.4.1 A student may request a suspension of studies for a period of one term to a maximum of four terms. A second period of suspension (of one to four terms maximum) may be requested, but a period of at least a year's study should usually

Any student refusing to take part in the Annual Review process may be terminated at the Research Officer's discretion. Any decision to terminate a student's registration is subject to appeal in line with the University's appeal guidelines.