

Instructions for completing the form for your:
Deferring the submission date of your dissertation or thesis



**UNIVERSITY OF
CAMBRIDGE**
Board of Graduate Studies

It is your responsibility to make sure that these instructions are followed. The details we give you below are specific to the type of application you have made.

If any of the pre-printed information on the application form is incorrect, you should notify the Board of Graduate Studies when you submit your application.

Begin the application procedure by selecting the date you wish to defer the submission of your dissertation or thesis to. It is important to use the calendar look up, next to the date field, to record the date.

You will need to provide a statement of reasons for your application in the Statement of Reasons box on your application form. You will also need to obtain supporting comments from various interested parties at the University and your College. It is your responsibility to make sure that this happens and that your application is sent to your Degree Committee for a recommendation (see: <http://www.admin.cam.ac.uk/offices/gradstud/current/contact/> for contact details).

You may also need to request permission from your Sponsor. Please check this with them directly.

When a decision has been made, you will receive notification by email. This email will be copied to other interested parties. Reference to your application will also disappear from your 'to do' list.

Regulations relating to your application are available from:

<http://www.admin.cam.ac.uk/offices/gradstud/current/submitting/deferring.html>

If you do need to contact the Board of Graduate Studies about your application, please e-mail us on:
graduatestudents@gradstudies.cam.ac.uk

Deferring the submission date of your dissertation or thesis



ID		Name	
198047953		Mr Matthew Garrett	
Full/Part	Email	College	
Full-Time	mjg59@cam.ac.uk	Jesus College	
Degree Committee		Department	Principal Supervisor
Biology		Dept of Genetics	Dr G Micklem
Course			Course Start Term
PhD in Genetics			MT 2003
You applied to defer your submission date to:			
04-JAN-2008			

To be completed by Student

Statement of Reasons for, and, information that you have been asked to collect relating to this application (continue on an attached piece of paper if necessary). Please read the instructions given below and make sure that you provide ALL the information and evidence that is required.

I confirm that the information which I have given in this application is complete and true.

Signature:	Date:
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Principal Supervisor's recommendation:

I recommend that this application be:

Approved ()	Declined* ()
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* Please attach a note of explanation if it is recommended that the application be declined

Comments (continue on an attached piece of paper if necessary)

Name	Signature	Date

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PhD in Genetics			MT 2003
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04-JAN-2008			

Head of Department recommendation:

The Department recommend that this application be:		
Approved ()		Declined* ()
* Please attach a note of explanation if it is recommended that the application be declined		
Comments (continue on an attached piece of paper if necessary)		
Head of Department	Signature	Date

College recommendation:

The College recommend that this application be:		
Approved ()		Declined* ()
* Please attach a note of explanation if it is recommended that the application be declined		
Comments (continue on an attached piece of paper if necessary)		
Authorised Officer of College	Signature	Date

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Degree Committee recommendation:

The Degree Committee recommend that this application be:		
Approved ()	Declined* ()	
* Please attach a note of explanation if it is recommended that the application be declined		
Comments (continue on an attached piece of paper if necessary)		
Authorised Officer of Degree Committee	Signature	Date

Board of Graduate Studies Comments:

Approval confirmed:		
Yes ()	No ()	
Comments (continue on an attached piece of paper if necessary)		
Authorised Officer of Board	Signature	Date