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Thesis Submission Receipt and Information Note

Student's Name: Robin Lovelace Registration No: 090188116

Department: E-Futures (Geog + Mech Eng) Faculty: Engineering

Degree: PhD Candidature: F-T ☒
P-T ☐
U-Staff ☐

Correspondence Address updated/checked ☐

First Submission: ☒ Resubmission: ☐

No of Copies: 3 No of Volumes: 1 Completed Access to Thesis Form: ☒ Summary in thesis: ☒

Additional Materials (Please specify): _____

Thesis submitted by: Student: ☐ Representative: ☐ Post: ☐ Print Service: ☒ Courier: ☐

Signed: _____ Date: 21/10/13
On behalf of Research & Innovation Services:



What happens next?

If your examiners have been appointed, your thesis will normally be dispatched to them within 72 hours. The oral examination should take place within ten weeks of them receiving the thesis. It is the responsibility of the Internal Examiner/Co-ordinator to arrange the date, time and venue for the oral examination and to inform you of what arrangements have been made.

Note: Failure to attend a pre-arranged oral examination without prior notification and good reason (notification to your supervisor and/or Internal Examiner) may result in you failing the oral examination and therefore failing your degree.

After the oral examination, the Examiners complete a report form, making their recommendation to the Faculty Officer.

Minor Amendments: Should you be required to make minor amendments to your thesis, these must be completed within three months of your viva. They must then be approved by the relevant Examiner, and the amended thesis should be rebound. The University of Sheffield Library copy must be submitted to Research & Innovation Services prior to the award of the degree, and an additional copy may be required by your Department.

Resubmission: Should you be required to resubmit your thesis (with or without oral re-examination), you are allowed 12 months from the date of the letter formally informing you of this requirement. The revised thesis should be submitted directly to Research & Innovation Services following the same procedures that apply to a first submission. The thesis must not be shown or sent to either Examiner before submission to Research & Innovation Services. A fee is payable on resubmission (details available from Research & Innovation Services).

Formal notification of the award of your degree will be issued to you by Research & Innovation Services. Once awarded, your details will be forwarded to the Events Team who will contact you in due course. Any query concerning the likely date of your ceremony should be addressed to them on 0114 222 8828 or email graduation@sheffield.ac.uk.

If you have any further enquiries relating to any of the above, please consult your copy of the *Code of Practice for Research Degree Programmes* (also available from <http://www.shef.ac.uk/researchoffice/students/forms.html>).