



Research Degree Transfer Request (subject change)

A postgraduate researcher (PGR) may request a transfer to a different research degree at Sussex, where available, and provided that the transfer takes place before the giving notice of intention to submit and subject to the particular restrictions laid out in the [Policy on Research Degrees](#) (see section 7).

Before completing this application form please read the notes below carefully:

1. This form should be used where a PGR wishes to change subject registration, but remain at the same level of study (e.g. PhD). Changes between levels of study should be submitted using the Application for Transfer of Registration from PhD to MPhil / w PoleB/ UKVI Compliance [sussex.ac.uk](#) before completing this form. They will be able to advise

on whether you need to make a new visa application before the transfer.

3. If you are in receipt of a scholarship through the University, please contact pgr-scholarships@sussex.ac.uk for advice on the implications of transferring research degree.
4. If you are in receipt of a scholarship from a source outside the University (e.g. a government scheme), you should contact the funder directly for advice on the implications of transferring research degree.
5. If you are in receipt of a United States Federal Direct Loan, this request may have an impact on your funds. Please seek advice from the Financial Aid Office (usfinancialaid@sussex.ac.uk) before proceeding.

SECTION A – To be completed by the PGR :

Name	:	Reg. no.	:
Degree	PhD MPhil EdD DSW		

Current research degree	:
Current	

Proposed School/Department	:
Proposed School/Department	

If you are/were an AHRC award holder and the transfer involves a change of department, please write a paragraph outlining the reason for the transfer. This is required for the AHRC in order for the submission/completion rates to be calculated according to the correct department.

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SECTION B – To be completed by current and proposed Director s for Postgraduate Researchers (DPGRs):

I approve this PGR's transfer from the current programme/school to the proposed programme/school as above:

Current D PGR or School equivalent

Signed	:	Date	:
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Proposed D PGR or School equivalent

Signed	:	Date	:
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Once completed, please return to Student Records (researchstudentprogress@sussex.ac.uk).