**Request for Changes to Research Programs**

Postgraduate Studies Division

Faculty of Architecture

|  |  |
| --- | --- |
| **Student’s Name** |  |
| **Registration No** |  | **Type of Present Registration** | (Full Time/ Part Time) |
| **Degree Program** | MSc. /MPhil/PhD. /Unspecified Degree |
| **Department** |  |
| **Present Research Topic** |  |
| **Present Supervisor/ s** |  |
| **Date of Commencement** |  |
| **Date of Last Registration** |  |
|  |  |
| **Changed Requested** |
| Title only |  |
| Topic |  (New one page Proposal should be included) |
| Supervisor/s |  |
| Full Time to Part Time |  |
| Part Time to Full Time |  |
| Transfer from MPhil. To PhD. |  |
| Other |  Please specify |
|  |  |
| **A. Change Title only** |
| Present Title |  |
| New Title |  |
| Reason for change |  |
|  |  |
| **B. Change of Topic & Proposal** |
| Present Topic |  |
| New Topic |  |
| Reason for change |  |
| **Please attach new proposal signed by all the Supervisor/s and Head of the Department** |

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| **C. Change of Supervisor/s** |
| Present Supervisor/s |  |
| Proposed Supervisor/s\* |  |
| Reason for change |  |
| \*underline the change |
| **D. Change of Registration from Full Time Part Time** |
| Number of Months of Full Time study completed |  |
| Reason for request to change |  |
| Contact Address during Part Time Study |  | Telephone Number during Part Time Study |
|  |
|  |
| **E. Change of Registration from Part Time to Full Time** |
| Number of Months of Part Time study completed |  |
| Has leave of absence been granted (Please attach letter from present employer) |  |
| Reason for request to change |  |
|  |
| **F. Transfer to PhD.** |
| Progress Review Date |  |
| Results |  |
| Reason for change |  |
|  |
| **G. Other Request for Change** |
| Request for change |  |
| Present Situation |  |
| Situation after Requested Change |  |
| Reason for Request |  |
| Signature of Student |  | Date |  |
|  |
| **Recommendations** |
| (Supervisor) | (Research Coordinator) | (Head of Department) | (Director - PGS) |