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# **GS 32 - APPLICATION TO WITHDRAW FROM RESEARCH PROGRAMME**

**This form should be completed by research students who wish to withdraw from Masters by Research or PhD programmes.**

**Please complete Sections A and C of this form.**

**Section B is voluntary.**

**Section D should be completed by the Chair of the Faculty Research Committee/Dean of the Faculty and the Dean of Graduate Studies.**

**The Graduate School recommends that students who intend to withdraw should discuss this form with their supervisory team.**

**Section A – Student Information**

|  |  |
| --- | --- |
| **Student name** |  |
| **ID number** |  |
| **Research Programme of Study (please tick)** | **Doctor of Philosophy**  **Masters Tracking PhD**  **Master of Science**  **Master of Engineering**  **Master of Business**  **Master of Arts** |
| **Thesis title** |  |
| **Name of Principal Supervisor** |  |
| **Year of study** |  |
| **Date of official withdrawal from programme[[1]](#footnote-1)** | **DD/MM/YY** |
| **Did you discuss your withdrawal from the programme with your supervisory team?** | **Yes**  **No** |
| **Was your project funded by TUS and/or an external body?** | **Yes**  **No** |
| **If so, who was the funding body?** | **Science Foundation Ireland (SFI)**  **Irish Research Council (IRC)**  **President’s Doctoral Scholarship (PDS)**  **Other (please state)** |
| **Did you receive a stipend for your project?** | **Yes**  **No** |
| **If so, what date was your last stipend payment?** | **DD/MM/YY** |

**Section B** **– Reasons for Withdrawal**

Your feedback on your reasons for withdrawing from your programme of study are valuable as they can help us to improve our programmes and service. If you want to complete this section, please tick as many of the boxes below that are applicable to you. Please remember this section is voluntary and if you do not want to answer, please skip to Section C.

This programme of study did not suit me

I didn’t like the project

Supervisory arrangements

I have financial problems

I have caring responsibilities

I want to prioritise my family

I want to look for a job

I want to travel

I have health problems

I have been offered suitable employment

Other (please state):

Would you like to complete an exit interview? **Yes**  **No**

Please note that you are not obliged to take part in this interview, but if you do, it will remain confidential. If you agree, the Dean of Graduate Studies will contact you to arrange. However, you can also say no or opt out at a later stage.

**Section C- Declaration (to be completed by the Research Student)**

Please state the date you intend to withdraw/have withdrawn below.

I confirm I hereby withdrew/withdraw from the programme of study stipulated in this document on the date given on page 1.

**Print name:**

**Signature:**

**Date:**

**Section D - Signatures (To be completed by the Chair of the FRC/Dean of Faculty and Dean of Graduate Studies)**

**Chair of the Faculty Research Committee/Dean of Faculty (print name):**

**Signature:**

**Date:**

**Dean of Graduate Studies (print name):**

**Signature:**

**Date:**

1. Note: this will be referenced as the official date in any further correspondence. [↑](#footnote-ref-1)