REQUEST TO EXTEND DURATION OF THESIS PREPARATION

Enrolment beyond 3rd year of doctoral studies

Doctoral Thesis Defense scheduled **after** December 31st of the academic year 2019-2020

**Title: First name: Last name:**

**Date of birth:**

**Place of birth:**

**Country of birth:**

**Thesis Title:**

**Thesis Director(s):**

**Research Unit:**

**Doctoral School:** ED IP Paris n° 626

**Institution in which the student is enrolled:**

**International joint thesis supervision** [ ]  Yes [ ]  No

**Type of request:**

[ ]  Request to extend enrolment based on derogation (attach the special extension request form, dated and signed, and the report from the doctoral student's thesis progress committee)

[ ]  Request to extend enrolment based on a disability situation (attach at least one document serving as official proof)

[ ]  Request to extend enrolment based on maternity leave, paternity leave, adoption leave, parentalleave, sick leave for a period of more than four consecutive months or for a period of two months or more following a work-related accident(attach at least one document serving as official proof)

**Requested extension period (2 to 12 months):**

**Place:**

**Date:**

**Signature:**

**Special Extension of Enrolment Request**

Date of first enrolment in the doctoral school:

Percentage of working hours dedicated to doctoral thesis since date of first enrolment:

(N.B. fulltime is 100%)

Initial planned duration of thesis in number of months:

**Motivation to request an extension of enrolment period (10 lines maximum):**

**Thesis preparation conditions during period of exemption**

**Planned month / year of thesis defense:**

**Financing:** indicate whether you receive a scholarship, have an employee contract or paid activity (whether or not related to the thesis), or other type of financing (in this last case, please, specify)

**Type of financing:**

**Start and end date of financing:**

**Monthly net income:**

If applicable: **who is your employer?** (Provide name & address):

**Overview of financing received up to present. Also, list any supplementary paid activities including teaching, grading, research assistantship etc.**

|  |  |
| --- | --- |
| 1st Year |  |
| 2nd Year |  |
| 3rd Year |  |
| *4th Year\** |  |
| *5th Year\** |  |

*\* Enrolment subject to exemption*

**Status of thesis progress and proposed timeline until thesis defense**

1. **Which progress have you made on your dissertation during the previous academic year (only report on the academic year 2018-2019)?** You may use bullet points indicating your progress per project on literature review, data collection, data analysis, conference presentations, journal submissions, et cetera (one page maximum).
2. **Did you encounter any difficulties?** Please, explain in a few lines.
3. **What did you do to solve these difficulties?** Please, explain in a few lines.
4. **What are your planned activities and which goals have you set for the period to come.**

|  |  |
| --- | --- |
|  | **Planned activities and goals** |
| **September to November** |  |
| **December to February** |  |
| **March to May** |  |
| **June to August** |  |

1. **Attach the report from the doctoral student’s thesis progress committee.**

|  |  |
| --- | --- |
| **Assessment by the Thesis Director**The Thesis Director*First name, last name, date and signature* | **Assessment by the Research Unit Director**The Research Unit Director*First name, last name, date and signature* |
| Having taken note of the student’s situation and motivation to request an extension of enrolment in the doctoral school, having sought the advice of the Thesis Director and Research Unit Director, and based on the report from the doctoral student’s thesis progress committee,**The Director of the Doctoral School** has taken the decision to:  [ ]  GRANT the extension of enrolment request [ ]  REJECT the extension of enrolment requestThis decision applies to:Title / First name / Last name: Date of birth / Place of birth / Country of birth The Doctoral School Director*First name, last name, date and signature* |