## **PGR Personal Circumstances Processes A Personal** This affects a taught Go to the **UWE Personal** Circumstance module **Circumstances Webpage** No evidence possible? Ring the has affected me Graduate School to request a 5-day self-certification if eligible I could submit within 5 Got eligible evidence? Email the **Working Days** Graduate School to request a 5-day I cannot submit work for extension (evidence required) my Progression Exam/ Progress Review on Time Use PGR Personal Circumstance I could submit within 28 Form to apply for up to 28 day Working Days (inc. milestone extension (evidence weekends) required) Use PGR Personal Circumstance Contact your Director of Form to apply for a suspension of I cannot work/study at all Studies to discuss Registration of between one and 12 months (evidence required) To request contact DoS immediately, This is due to short term Email the **Graduate School** with circumstances that I can evidence, I cannot attend my or ring the Graduate School for a 5-day resolve quickly (within a Progression Exam Viva/ self-certification if eligible. week) **Progress Review Meeting** Contact DoS immediately, This is due to Use PGR Personal Circumstances Form. circumstances that may Apply for 28 days Milestone Extension, take time to resolve or Suspension of Registration as (more than a week) appropriate I cannot complete and Contact the **Graduate School** I could submit within 5 submit my thesis by the Assessment Team for advice. end of my Maximum days **Registration Period** Contact your DoS to discuss, use the I will need more time to PGR Personal Circumstances Form to complete apply for a Registration Extension (Evidence & Completion Plan required) I am in the Final I cannot attend Viva due within 4 days/ **Assessment** my Viva Voce 96 hours **Phase** Contact your DoS and the **Graduate** exam School Assessment Team immediately (evidence may be required) Viva not due for a week or more Contact your Director of Studies as soon as possible, Contact the **Graduate School Assessment Team** as soon as possible (evidence required) I cannot submit my Contact the **Graduate School** amendments, re-submit Assessment Team as soon as Key my thesis on time possible (evidence required) DoS: Director of Studies Prog Exam: Progression Exam Prog Rev: Progress Review DPhil/Mphil by Publication: for thesis read 'published work and commentary'