Form RDC-Sub (2024)

# OXFORD BROOKES UNIVERSITY

# RESEARCH DEGREES COMMITTEE

## Candidate’s Submission Form

This form should be completed by the candidate and Director of Studies and submitted by email to the [Research Degrees Team](mailto:rdt-researchdegrees@brookes.ac.uk) in pdf version (please see Research Degrees Policy and Procedures Handbook [section 19 for format of thesis](https://www.brookes.ac.uk/students/research-degrees-team/current-students/regulations/research-degrees-handbook/format-of-the-thesis))

**Full name of candidate**:

*(Please note that the form of the name entered above will be used on the degree certificate)*

**Current title of your research thesis**:

**Degree for which thesis is submitted**:

**I confirm that the total word count for this thesis is**:

**Name of any collaborating establishment(s**):

**Date of submission**:

### 1 Material submitted for another award

either a) I declare that no material contained in the thesis has been used in any other submission for an academic award.

or b) I declare that the following material contained in the thesis formed part of a submission for the award of: (please state award, awarding body and material concerned)

### 2 Concurrent registration for two or more academic awards (regulation 8.3 refers)

either a) I declare that, while registered as a candidate for the University’s research degree, I have not been a candidate for another award.

or b) I declare that, while registered as a candidate for the University’s research degree, I have with the permission of the Research Degrees Committee, been a candidate for the following award of:

### 3 Statement of any programme of formally assessed/examined studies that has been

### undertaken during this research degree programme, where a certificate has been

### issued (regulation 8.3 refers; please append a copy of the certificate to this form as evidence

### that courses undertaken have been successfully completed)



1. Not applicable
2. Yes (certificate attached)

### 4 Plagiarism statement by the Candidate (regulations 7.12 refers)

I confirm that all the research and findings presented in this thesis are my own work unless otherwise indicated through the use of a clear referencing system and that I have submitted elements of my thesis each year through Turnitin at Annual Progress Monitoring during the course of the programme.

Signed by candidate . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Date .. . . . . . . . . . . . . . . . . . .

### 5 Declaration of the use of generative AI statement by the Candidate

I acknowledge the use of the following generative AI tools in the creation of my thesis.   
 Please provide a list of AI tools and outputs included.

Signed by candidate . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Date .. . . . . . . . . . . . . . . . . . .

### 6 Submission statement by the Director of Studies (1)

On behalf of the Supervisory Team, I confirm that I **have** / **have not** seen the final version of the candidate’s thesis.

The thesis **is** / **is not** being submitted for examination with my agreement.

Signed . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Date . . . . . . . . . . . . . . . . . .

### 7 Plagiarism statement by the Director of Studies

On behalf of the Supervisory Team, I confirm that agreed elements of this student’s work **have** / **have not** been analysed by Turnitin each year as part of Annual Progress Monitoringduring the course of the programme and to the best of our knowledge the work presented in the thesis **is / is not** the student’s own work, unless otherwise stated by the use of a clear referencing system.

Signed . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Date . . . . . . . . . . . . . . . . .

### 8 Confirmation of payment of fees

A member of the Research Degrees Team will confirm that they have checked the candidate’s records and confirm that there are no outstanding programme fees payable.

Signed . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Date . . . . . . . . . . . . . . . . . . .

### 9 Requirement for Reasonable Adjustments at Viva

### Please state whether you have any disability-related requirements for your viva. Reasonable adjustments need to be agreed upon and listed in an Inclusive Support Plan (ISP).

### 

1. **Yes** - I require reasonable adjustments for a disability-related need. I have an ISP

with agreed viva adjustments dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Yes** - I require reasonable adjustments and I have an ISP dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_

but need to review it for the viva adjustments. I will contact

[inclusivesupport@brookes.ac.uk](mailto:inclusivesupport@brookes.ac.uk)

1. **Yes** - I require reasonable adjustments for a disability-related need, and I do not have

an ISP. I will contact the Inclusive Support Service by date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ via their [self referral](https://studentportal.pcmis.com/ServiceUser/SelfReferralForm.aspx?sd=23a9e39c-e688-453c-ab74-054d7020e027) form

1. **No -**  I do not require reasonable adjustments for a disability-related need.

### 10 Full-time Student Route Students – Graduate Route visa

As an international student studying full-time on a student visa, please indicate whether you intend to apply for the [Graduate Route Visa](https://www.brookes.ac.uk/students/isat/visas/work-options/graduate-route-visa/)



1. **Yes -**  I would like to apply for the Graduate Route visa



1. **No** - I do not want to apply for the Graduate Route visa

(1) The submission of the thesis for examination shall be at the sole discretion of the candidate. While a candidate would be unwise to submit the thesis for examination against the advice of the supervisors, it is the candidate’s right to do so. Equally, candidates should not assume that a supervisor’s agreement to the submission of a thesis guarantees the award of the degree (regulation 15.4 refers).