



# Research Milestones

All graduate research students are required to follow the University's progression route from Probationary Research Student to DPhil student to Doctor of Philosophy. This includes set deadlines for Transfer of Status, followed by the Confirmation of Status and finally the Appointment of Examiners and final viva. The key timings for research students are available [here](#).

For each stage of the process, students must complete a GSO (Graduate Studies Office) form, details of these can be found [here](#). There are also GSO forms required for graduate students not able to meet the usual progression route deadlines, for example those that need to take a period of suspension or any extension of time, these can be found [here](#).

The Academic Office welcomes contact from any student considering delaying a research milestone. You can contact us at [academic.office@linacre.ox.ac.uk](mailto:academic.office@linacre.ox.ac.uk).

## Transfer of Status

The transfer of status is the first major milestone and typically occurs early in the second year of DPhil study.

Your department will set a deadline for your transfer of status and make you aware of it. If you are unable to meet the deadline you have been set, you can apply for a deferral of transfer, by up to two terms. This is done by the GSO. 2b form, available on your self-service account. If your first application to transfer is unsuccessful you are permitted to make one further application.



## **Confirmation of Status**

The confirmation of status is the second major milestone and typically occurs in the third year of DPhil study.

Your department will set a deadline for your confirmation of status and make you aware of it. If you are unable to meet the deadline you have been set, you can apply for a deferral of confirmation, by up to three terms. This is done by the GSO. 14b form, available on your self-service account.

## **Submission**

You should aim to submit your thesis before the end of your 4th year. You are not permitted to submit your thesis until you have passed both transfer and confirmation of status.

### **Appointment of examiners**

Once you have decided on an appropriate internal and external examiners with your supervisor, you should complete the Application for Appointment of Examiners (GSO.3) form in Student Self Service

It is strongly recommended that you submit your section of the GSO.3 form four to six weeks prior to submitting your thesis, since the names of your examiners have to be approved and their acceptance received before your thesis can be provided to them.

### **Maximum number of terms' extension permitted**

The maximum number of terms' extension permitted for DPhil students is six terms. Applications for extensions within this limit should be made via Student Self Service.