***Only typed forms will be accepted.***

**Change of Supervisory and/or Panel Member Arrangements**

Please refer to [Guidance on Electronic Completion & Submission of PGR Forms](https://www.dcu.ie/registry/postgraduate-research-academic-regulations-guidelines-registry). Completed forms must be submitted to the Faculty Office.

On completion, **this form must be submitted to the** **Faculty Office** to be included in the papers for the next Faculty Research Committee (FRC) meeting. Upon approval, the Faculty Office will notify Registry of the necessary changes required on the system.

1. **CANDIDATE DETAILS** *(To be completed by Principal Supervisor(s)):*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Candidate** |  | | |
| **Student ID Number** |  | | |
| **Date of Entry into the Research Programme** |  | **Current Registration Mode**  (please tick as appropriate) | Full-time ❒  Part-time **❒** |
| **Title of Award Sought**  (please tick as appropriate) | DBA **❒**  DProfElite **❒** DPsych **❒** EdD **❒** PhD **❒**  MA **❒** MEng **❒**  MSc **❒**  LLM **❒** MPhil **❒** MBS **❒**  MEd **❒** | | |
| **School** |  | | |

1. **CURRENT PANEL ARRANGEMENTS**

*(Relevant sections to be completed by Principal Supervisor(s)):*

|  |  |  |  |
| --- | --- | --- | --- |
| **Current Supervisor(s)** | **Principal/**  **Joint Principals** | **Secondary Internal (where relevant)** | **Secondary External (where relevant)** |
|  |  |  |
| **Current Independent Panel Member(s)** |  | | |

1. **PROPOSED PANEL ARRANGEMENTS**

*(Relevant sections to be completed by Principal Supervisor(s)):*

|  |  |  |  |
| --- | --- | --- | --- |
| **Proposed Supervisor(s)** | **Principal/**  **Joint Principals** | **Secondary Internal (where relevant)** | **Secondary External\***  **(where relevant)** |
|  |  |  |
| **Proposed Independent Panel Member(s)** |  | | |
| **Reason(s) for the change:** | | | |

**\***If there is a new addition of a Secondary **External Supervisor**, please provide their email address and affiliation in the space provided on the next page.

**Secondary External Supervisor Details (where relevant)**

|  |  |
| --- | --- |
| **Email Address** |  |
| **Affiliation** |  |

1. **STUDENT AGREEMENT**

|  |
| --- |
| I am in agreement with the changes as outlined in Section C, Proposed Panel Arrangements  Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_\_\_  **Postgraduate Candidate** |

1. **CURRENT & PROPOSED PANEL AGREEMENT** (including those to be removed from panel)

|  |
| --- |
| I/we are in agreement with the changes as outlined in Section C, Proposed Panel Arrangements  Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_  **Supervisor or Other Panel Member Signature**  Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_  **Supervisor or Other Panel Member Signature**  Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_  **Supervisor or Other Panel Member Signature**  Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_  **Supervisor or Other Panel Member Signature**  Insert additional signature lines if required. |

1. **HEAD OF SCHOOL ENDORSEMENT**

|  |
| --- |
| I am in agreement with the changes as outlined in Section C, Proposed Panel Arrangements  Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_  **Head of School or Nominee** (A Nominee may be the Research Convenor or Deputy Head of School)  Countersignature\*\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**:** \_\_\_\_\_\_  \*\*Where the Principal Supervisor is also the Head of School, a countersignature is required (e.g. Research Convenor or Deputy Head of School). |

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