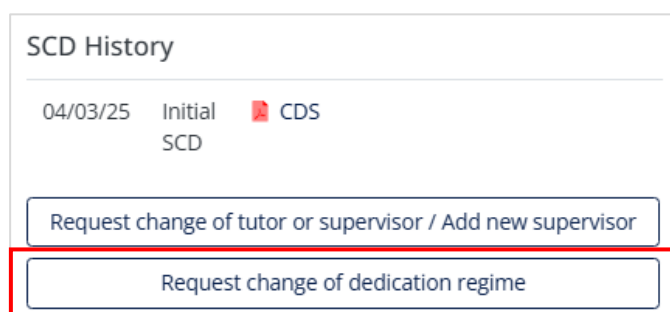


CHANGE OF ENROLLMENT STATUS

PROCESS FOR REQUESTING CHANGE

By default, doctoral students enrolled for the first time in a program will pursue their doctoral studies on a full-time basis, unless, in the initial DCS application, they have selected and justified part-time enrollment and this has been approved by the Academic and Quality Committee of their doctoral program.

If change in enrollment status is requested at any time after the formalization of the DCS, the request must be initiated through the "DCS" tab by clicking on "Request change of enrollment status"

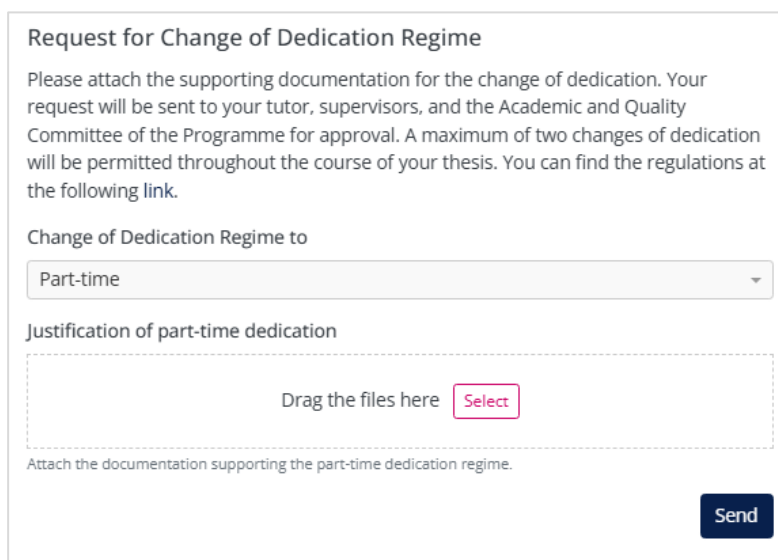


SCD History		
04/03/25	Initial	CDS

Request change of tutor or supervisor / Add new supervisor

Request change of dedication regime

Once the process has been initiated, the application must be completed, including the corresponding supporting documentation.



Request for Change of Dedication Regime

Please attach the supporting documentation for the change of dedication. Your request will be sent to your tutor, supervisors, and the Academic and Quality Committee of the Programme for approval. A maximum of two changes of dedication will be permitted throughout the course of your thesis. You can find the regulations at the following link.

Change of Dedication Regime to

Part-time

Justification of part-time dedication

Drag the files here [Select](#)

Attach the documentation supporting the part-time dedication regime.

[Send](#)

Changes in enrollment status must be authorized by all the parties signing the Documentary Supervision Commitment and will be recorded in this document. Once the change in enrollment status is approved, the system will recalculate the deadline for the thesis submission process.