

# Application to reside outside the UK

September 2024

## GUIDANCE

- “In exceptional circumstances, the Research Degrees Subcommittee Chair may permit a student to reside outside the UK during their writing up period. Non-resident registration status will not normally be permitted where a student is required to attend classes at the School or requires access to on-campus resources and facilities and will be subject to confirmation of satisfactory support arrangements, both academic and non-academic, and access to appropriate resources and facilities.” ([Regulations for Research Degrees](#), paragraph 35).
- **If you have a student visa you should speak with the PhD Academy before completing this form as continued sponsorship of your visa cannot be guaranteed. If you are a final year student and the School is sponsoring you for a student visa this will NOT continue while you are residing outside of the UK .You are also required to seek advice from the [Student Advice and Engagement Team](#) especially in relation to the Graduate Route post-study visa.**
- If your residing outside the UK application is granted you are **expected to undertake your studies at the same rate as your registered status. Your residing outside the UK status cannot be used as a reason for a request to extend your submission deadline.**
- If it is deemed that you are not making sufficient progress on your studies whilst residing outside the UK, the School has the right to cancel your residing outside the UK status and you will be required to resume on-campus studies
- If you were travelling under the School’s travel insurance policy prior to getting permission to reside outside the UK you will need to contact [Health.And.Safety@lse.ac.uk](mailto:Health.And.Safety@lse.ac.uk) as you may no longer be eligible for cover.
- Although you will be living away from the School, your tuition fees will remain the same. Not all funding arrangements permit you to reside outside of the UK whilst you are registered for your PhD programme: please check the conditions of your funding before making this request.
- **If you are funded by the School or ESRC/AHRC you will need to contact the [Financial Support Office](#) to discuss your situation.**
- **If you are in receipt of a US Federal Loan you are not eligible to travel back to the US to undertake any element of your course with the exception of the ‘writing up year’; this means that you would not be granted permission to reside outside of the UK other than in your final year.**
- If granted a residing outside the UK status you will need to update LfY with your new address
- **Please note incomplete forms will not be considered**

## SECTION 1: FOR COMPLETION BY STUDENT

### A: Basic details

Student number:

Surname:

First name:

Department:

Funding type:

Do you have a student visa?

Start date of residing outside the UK period:

End date of residing outside the UK period:

Location:

### B: Statement, workplan and supervisory arrangements

- a. Using the space below, and in no more than 300 words please provide a statement of your reason(s) for residing outside the UK.

**b. Work completion plan**

Using the space below, please outline your work completion plan. The work completion timetable should outline what work has been completed on your thesis and what work remains to be completed and by when. Please take a chapter-by-chapter approach to this. You could use the following model for each chapter:

*I have completed xxx or x amount in terms of fieldwork/data collection and I still have to complete xxx. This will be completed between xxxx and xxxx or by xxxx (insert dates)*

*I have written up/drafted x amount of the chapter. I still need to draft xxx. This will be completed between xxxx and xxxx or by xxxx (insert dates).*

**c. Supervisory arrangements**

It is important that you continue to have regular contact with your supervisor during any period of non-resident registration and continue to record outcomes from supervisory meetings on the PhD Log. **Please discuss arrangements for supervisory meetings with your supervisor and record what is agreed below.**

**Will supervisory meetings take place remotely?**

**Will you be returning to the LSE for any supervisory meetings?**

**How many supervisory meetings will take place during this period?**

**Will you be returning to the LSE for any other purpose e.g. to attend taught courses, workshops, examinations? Where known, please provide the dates:**

## **SECTION 2: FOR COMPLETION BY SUPERVISOR**

Using the space below (or by attaching a separate document) the student's supervisor should provide a departmental statement that outlines the following:

- **Whether the supervisor(s) support the period of residing outside the UK**
- **Whether the work completion plan is feasible**
- **Whether the supervisor(s) are confident that the student will submit their thesis by their thesis submission deadline**

**Supervisor's signature:**

**Date:**

## **SECTION 3: FOR COMPLETION BY DOCTORAL PROGRAMME DIRECTOR**

**Doctoral Programme Director's Signature:**

**Date:**

## **SECTION 4: FOR COMPLETION BY RDSC CHAIR (FOR OFFICE USE ONLY)**

**RDSC Chair's signature:**

**Comments:**

**Date:**