Work and Attendance of Postgraduate Research Students in the School of Mathematics

Postgraduate Research students are expected to attend all meetings with their supervisor and any other arranged sessions.

Absences supported by medical or other appropriate information will not normally be counted towards the assessment of unsatisfactory attendance.

In the case of persistent unsatisfactory work and attendance the following action will be applied:

- First formal warning letter stating the actions the student is required to take in order to improve their attendance.

- Second formal warning letter stating that unless the student complies with the actions specified, a decision maybe taken to refuse the student permission to take examinations or assessments, with the consequence that the student may be excluded from the programme. The student will be expected to meet with the postgraduate administrator and their programme director to discuss their absence.

- Final warning letter stating unless the student takes action stated in the second warning letter within 2 weeks of receipt the student will withdrawn from the University.*

- Students who are absent from a continuous period of 30 days without permission or good reason will be assumed to have withdrawn. Students will be notified of a withdrawal date and will be withdrawn from the University.*

*Students studying under a Tier 4 visa permission should note that once a withdrawal has been completed on the University’s Student System, students will be reported to the UKBA and and will be required to leave the UK within 60 days of their withdrawal date.

Further information about work and attendance of students is given in Regulation XX – Work and Attendance of Students, which is available from the following website: