



C J Kerr  
By email

Reference: FOI-2014-126

7 April 2014

Dear C J Kerr,

Your request was received on 24 March 2014 and I am dealing with it under the terms of the Freedom of Information Act 2000 ('the Act').

You asked:

*Please provide copies of any and all policies and procedures by which the university informs students on Doctoral Training Centre (DTC) PhD courses, and/or their PhD supervisors, that the 4 year time limit on PhD submission starts from the beginning of the course and not from the beginning of research on the subject of the PhD after one year, and that there is no fast-track process for extending this limit to five years so as to match the time available to other PhD students for their research.*

*Please also provide copies of any and all policies and procedures for checking whether this information has been received and understood.*

*If these policies or procedures have changed since January 2009, please provide copies of any previous versions which have been valid at any time since January 2009.*

There are no University-/School-level policies or procedures of the specific types mentioned in your request. The Board of Graduate Studies issues procedural information on completion and submission but this is aimed at all PhD students and not specifically at those on DTC courses or programmes: <http://www.admin.cam.ac.uk/students/studentregistry/exams/submission/phd/preparing.html>

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request an internal review of this decision, you should write to Dr Kirsty Allen, Head of the Registrary's Office, quoting the reference above, at The Old Schools, Trinity Lane, Cambridge, CB2 1TN or send an email marked for her attention to [foi@admin.cam.ac.uk](mailto:foi@admin.cam.ac.uk). The University would normally

The Old Schools  
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Cambridge, CB2 1TN

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# UNIVERSITY OF CAMBRIDGE

Registrary's Office

expect to receive your request for an internal review within 40 working days of the date of this letter and reserves the right not to review a decision where there has been undue delay in raising a complaint. If you are not content with the outcome of your review, you may apply directly to the Information Commissioner for a decision. Generally, the Information Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the University. The Information Commissioner may be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (<http://www.ico.org.uk/>).

Yours sincerely,

James Knapton