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**READY TO SUBMIT DISSERTATION FOR PROOF-READING**

*Please submit this form two weeks prior to your intended dissertation submission deadline. The form is to be submitted by the candidate to The Doctoral Training Centre.*

***SECTION 1 – TO BE COMPLETED BY THE STUDENT***

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| Name | ID number | Mode of study  Full time Part time |
| Mobile number | Name of Supervisor: | |
| Programme | | |
| Dissertation Title  ……………………………………………………………………………………………………………………………………………………………………  ……………………….……………………………….……………………….………………………………………………………………………………..  Intended date of final thesis dissertation after proof-reading ……………………………………………………………  **Candidates’ declaration:**  € I confirm I have submitted this version of my dissertation for plagiarism checks and it is in compliance with the policy guidelines of The British University in Dubai.  € I confirm that I have sought the advice of my supervisor in considering the state of readiness of my dissertation for submission and I am ready to submit after proof-reading.  € I confirm that any revisions made to the document after submitting to the Doctoral Training Centre will not fall under the purview of proof-reading by the DTC.  € I confirm that my work will be proof-read as stipulated by the Proof-reading policy and I will pay the specified amount of money for this service.  € I acknowledge that I am aware that a two-week period will be needed for the proof-reading process.  Signature: ……………………………….. Date: …………………… | | |

***SECTION 2 –* FOR COMPLETION BY THE SUPERVISOR**

**□** I do / **□**do not support the request for dissertation submission for proof-reading purpose.

**Signature** ……………………………….. **Date** ……………………………

***SECTION 3 –* FOR COMPLETION BY THE DOCTORAL TRAINING CENTRE**

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| Date of receipt: DD/MM/YYY Y  Date submitted to proof-reader: DD/MM/YYY Y  Signature …………………………….…………… |