REQUEST for changes to the enrolment (minor changes)

*With this form one can ask for minor changes to the enrolment of the doctoral student. Minor changes are changes to the supervisor, the doctoral advisory committee (DBC), the language in which the*

*dissertation will be written, the topic or research topic.*

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| --- | --- |
| **Academic year** |  |
| **Student number of the doctoral student** |  |
| **Name of the doctoral student** |  |
| **First name of the doctoral student** |  |
| **Date of the Faculty Board** |  |

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| **Requested change(s):** |
| * administrative supervisor responsible
 | YES / NO |
| * other supervisors
 | YES / NO |
| * language of the dissertation
 | YES / NO |
| * the topic or research topic
 | YES / NO |
| * the doctoral advisory committee
 | YES / NO |

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| **Please specify the requested changes** |
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| **Agreement by the administrative supervisor(s) responsible** |
| * name / names
 |  |
| * date / dates
 |  |
| * signature / signatures
 |  |

**Please send the completed form to the Faculty Student Administration (FSA) via** **fsa.lw@ugent.be****, at least 10 calendar days prior to the Faculty Board. After approval by the Faculty Board, smaller changes will be entered in Oasis.**

Changes to the intended doctoral title, the choice of faculty or doctoral school are considered as **major changes**. In this case, you need to follow the procedure for ‘first enrolment’ again. If it concerns a change in faculty, please contact the Faculty Student Administration (FSA) of the intended (other) faculty.