

The Corrections Process for doctoral theses - from 'Conditional approval subject to correction' through to 'Full Approval':

The Degree Committee has met and sent their decision to Student Registry who have sent you an email with the outcome of your examination. What should you do now?

1	Complete your corrections as required by your Examiner(s).	<p>Information about making and submitting corrections can be found here: Examination outcome Cambridge students</p> <p>Submit your corrected thesis and list of corrections to your Examiner(s) before the deadline of 3 months for minor and 6months for major corrections.</p> <p>If you are unable to complete your corrections by your deadline, you may apply for an extension. More information, including valid reasons for an extension, can be found here: Extending your submission date Cambridge students</p> <p>Put the original and new page numbers on a separate list of corrections for the Examiner(s). Copy in studentrecords@offices.admin.cam.ac.uk and your Degree Committee when you submit your corrections.</p>
2	Your Examiner(s) check(s) the corrections and inform the Degree Committee when they are happy with these.	<p>Your Examiner(s) will check that all the required corrections have been made and that your corrected thesis satisfies the requirements for award of the degree.</p> <p>If your corrected thesis does not satisfy the Examiner(s), you should address the outstanding requirements and submit an updated corrected thesis to them by your deadline. You may apply for an extension to your submission deadline through your CamSIS self-service if you need more time for a valid reason.</p> <p>When happy with your corrections, the Examiner(s) will inform the Degree Committee of this.</p> <p>Information about the consequences of not submitting your corrections by your deadline or your corrections not being completed to the satisfaction of your examiners can be found here: Examination outcome Cambridge students</p>
3	The Degree Committee informs Student Registry.	The Degree Committee informs Student Registry that your corrections have been approved.
4	Student Registry will email you with guidance on submission of the hardbound and electronic copies of thesis.	<p>Student Registry will email you to confirm that your corrections have been approved and to provide guidance on submission of the hardbound and electronic copies of your thesis.</p> <p>Your Degree Committee may also have local advice to offer.</p>
5	Produce your hardbound thesis	Guidance about submission of the hardbound, including binding services, can be found here:

		<p>Submitting your hardbound and electronic thesis (final thesis submission) Cambridge students</p> <p>Check this website to see if your Degree Committee requires an additional copy.</p> <p>To avoid costly mistakes ensure you carefully check the guidance for formatting your hardbound thesis.</p> <p>Cover colour is your choice, but hand stitching is required with title, initials and surname reading down the spine in gold lettering.</p>
6	Submit your hardbound thesis and upload your electronic thesis to the University's online repository, Apollo.	<p>Check the website link in the previous step carefully about where and how to submit and what paperwork is required.</p> <p>The hardbound and electronic theses should be the versions approved by your Examiners and Degree Committee and should be identical, with the exception of the 'Deposit & Copying of Hardbound Thesis Declaration' form which should not be included in the electronic version.</p> <p>Ensure you upload the thesis access form, signed by your supervisor, with the electronic copy of your thesis.</p>
7	An approval email is sent from the Student Registry once the hardbound and electronic theses have been submitted and the electronic copy archived.	<p>Make sure your email address is updated on your CamSIS Self Service account. We will use this to contact you.</p>

Congratulations! Contact the Praelector at your College and arrange your Congregation!