



# UNIVERSITY OF GHANA SCHOOL OF GRADUATE STUDIES

## LATE SUBMISSION OF HARDBOUND THESIS/DISSERTATION REQUEST FORM

Name of Student :..... ID No:.....

Dept/Sch/Centre/Inst: .....

Degree Sought: .....

Date of Determination Letter: .....

Date Student Submitted Thesis/Dissertation to Academic Unit.....

Deadline for Submission of Final Revised Thesis/Dissertation.....

Signature of Student ..... Signature & Stamp of HOD.....

Date: ..... Date: .....

***For Official Use***

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<u>Ghanaians</u>		<u>Int'l Students</u>
Penalty Fee: Masters -	GHS1,909.00	USD300.00 (Cedi Equivalent)
PhD (3-6 Months) -	GHS1,588.50	USD375.00
(6-9 Months) -	GHS3,177.00	USD750.00

Expiration of Penalty Period:.....

**Approved by:**

**Sign and Stamp**..... **Date:** .....

Payable at the **Cash Office**.

*Please, print and complete this form in duplicate. Submit to SGS for approval before payment at the Cash Office. Present this and payment receipt at the Graduation Unit, SGS for clearance. For further enquiries contact [sgsgraduation@ug.edu.gh](mailto:sgsgraduation@ug.edu.gh) or call: 0542081622.*