University Procedures for the Approval of Split Research Degree Candidature

Appendix 1: Arrangements for Split Research Candidature

# Name of student

# Award and title of course of study

# School

# Division

# References

*(Please append these to the application)*

Name:

Post:

Institution:

Name:

Post:

Institution:

# Research project proposal

*(Please append to the application)*

*Note*: *this should outline the proposed research project (maximum of 500 words)*

# Ethical approval

*Note: confirm if ethical approval is required for the project and, if so, whether this has been obtained.*

# Proposed start date

# English language proficiency

Is the candidate’s first language English? Yes/No

*Note: in cases where the candidate’s first language is not English, this section should confirm that they have met the University’s criteria for competency in English. If additional English language support is required, the arrangements for this provision should be detailed in this section.*

# External place of study

Institution:

Town/city:

Country:

# Justification for the split PhD candidature

*Note: the University will only approve applications for split PhD candidature where an applicant has demonstrated a compelling case (supported by the supervisory team and School)/Division to justify why they need to spend up to two thirds of the specified registration period at an institution other than Kent. Present this case below.*

# Assessment of the suitability of the external place of study

*Note: the proposing School, ideally a member of the prospective candidate’s supervisory team, should present an overview of the support and facilities available at the external place of study and reach a conclusion as to whether it is felt that the candidate has access to all the necessary facilities to conduct their research. Such an account should include an identification of any potential risks to the split PhD candidature along with commentaries on how it is planned for these risks to be mitigated.*

*If a visit to the external place of study is not required please outline the justification for this.*

# Supervisory Team

* 1. Supervisory Chair
	2. Main supervisor (if different from above)
	3. Other academic staff members in the supervisory team
	4. Local supervisor if applicable

*(Please append details of the local supervisor to the application including confirmation of their willingness to be involved)*

# Supervision

*Note: this section should outline fully how the requirements of* [*Annex H*](https://www.kent.ac.uk/education/regulatory-framework/codes-of-practice-for-research-courses#annexh) *of the Research Code of Practice will be met. This should include a schedule of planned communications and meetings over the period of registration.*

# Progression and examination

*Note: this section should outline fully how the requirements of* [*Annex J*](https://www.kent.ac.uk/education/regulatory-framework/codes-of-practice-for-research-courses#annexj) *of the Research Code of Practice will be met for the split research candidate.*

# Research training and career development opportunities

*Note: this section should detail how the split PhD candidate will be provided with* [*skills training*](https://www.kent.ac.uk/graduate-researcher-college/skills-training) *in research methodologies and transferable skills, and career development opportunities. It is the expectation of the University that the candidate will undergo a compulsory skills audit at the beginning of their period of registration.*

# Research environment and facilities

*Note: this section should describe in full the research environment in which the candidate will be working and the facilities which will be made available to them. In cases where facilities are being provided by another organisation, a letter of confirmation from this organisation should be appended to the application.*

# Approval

Student

I confirm that I have read, understood and am content with the expectations and arrangements for my external research candidature as outlined above. I confirm that I have access to the facilities and resources necessary for the conduct of my research project.

Name:

Signed:

Date:

School

The School confirms that the candidate has available the facilities and support to undertake research and study for the degree for which they have has applied and the School is willing to accept and supervise them as an external student. The School will ensure that the arrangements for the external research candidature meet the requirements of the *Regulations for Research Courses of Study* and the *University Code of Practice for the Quality Assurance for Research Courses of Study*.

Head of School:

Name:

Signed:

Date:

Supervisory Chair

Name:

Signed:

Date:

Supervisory Team (other members):

Name:

Signed:

Date:

Name:

Signed:

Date:

Division

The Division has carefully considered and approved the arrangements for the split research candidature as outlined above:

Name:

Signed:

Date:

# Appended documentation

Please list below details of any appended supporting documentation:

1.

2.

3.

4.

5.