University Procedures for the Approval of Split Research Degree Candidature

1. Introduction

In accordance with 5.4.1 of the Academic Regulations for Research Programmes of Study a candidate may, with the approval of the appropriate Faculty Committee, register as a split PhD candidate, provided that not less than one third is spent in attendance at the University.

A split PhD permits a candidate to spend one year at the University and two years linked to another institution in the UK or overseas, normally the candidate’s home institution. Through this arrangement candidates who are unable to attend the University for more than 12 months are provided with supervision under the guidance of a Supervisory Team based at the University of Kent and a local supervisor based at the home institution.

Applicants must meet the same entry requirements as those research students who are residents of the University of Kent and must also satisfy the University that they are able to undertake a suitable research project in their home country.

The attached form must be completed and approved for each split research student admitted to the University.

Arrangements to admit cohorts of students from a partner organisation may not be approved via these means but must be considered via the procedures for approving collaborative provision.  

2. Admission

A candidate may be permitted to register as a split PhD candidate when the following conditions are fulfilled:

a. The candidate meets the normal requirements for admission to the degree concerned including the following:
   i. The candidate holds a good UK second class honours degree or better (or equivalent qualification/experience).
   ii. The candidate meets the University’s criteria for competence in English.
   iii. The candidate’s references are of appropriate quality.
   iv. The research proposal/proposed area of research is of an appropriate standard and falls within the scope of the programme for which the candidate has applied.

b. The University has determined that: (i) the candidate’s reasons for wishing to register as a Split PhD candidate are acceptable and (ii) the candidate is situated in an appropriate research environment with ready access to all the facilities required for the proposed programme of training and research (e.g. libraries, laboratories, internet access, access to training in research methodologies and transferable skills, approved local supervisor etc.) and (iii) that the candidate has the means for rapid audiovisual communication with his/her main supervisor, supervisory team and School (e.g. telephone, fax, email, SKYPE, video/telephone conferencing).

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1 Students admitted to a research programme of study in DICE should consult the relevant programme specification, which lists conversation bodies with are agreed places of study for split PhD candidates.
c. The main supervisor and other members of the supervisory team have confirmed that they are willing and available to supervise the candidate externally. This arrangement must be confirmed by the School Director of Graduate Studies.

d. The arrangements for the split PhD candidature have been approved by the relevant Head of Academic School and Faculty. These arrangements will be detailed in a form completed by the candidate and school (see Appendix 1) and signed by all relevant parties.

3. **Supervision**

The candidate will be assigned a main supervisor and supervisory team within the school. It is the expectation of the University that the candidate would be in regular contact with his/her supervisor by means of electronic communication. A local supervisor would normally be appointed to oversee the progress of the candidate on a day-to-day basis during the time the candidate spends at another institution. The local supervisor must be approved by the academic school and have confirmed his/her willingness to be involved. The arrangements for the Split PhD candidature should detail how the requirements for supervision (as outlined in Annex H: Supervision of the University Code of Practice for the Quality Assurance for Research Programmes of Study, see [http://www.kent.ac.uk/uelt/quality/rescode2005/annexh.html](http://www.kent.ac.uk/uelt/quality/rescode2005/annexh.html)) will be met. This should include a schedule of planned communications over the period of registration.

4. **Progression and Examination**

The arrangements for the split PhD candidature should detail how the requirements of Annex K: Progression and Examination of the University Code of Practice for the Quality Assurance for Research Programmes of Study ([http://www.kent.ac.uk/uelt/quality/rescode2005/annexk.html](http://www.kent.ac.uk/uelt/quality/rescode2005/annexk.html)) will be met. All split PhD candidates will, except in exceptional circumstances, be required to undergo an oral examination. This will normally be held at the University. The candidate will be required to meet his/her expenses incurred in attending the oral examination and prepare and defend the thesis in English.

5. **Fees**

Any student registered as a split PhD candidate will be liable for 100% of the fees for the period of time spent at the university and 25% of the fees for the period of time spent at the external place of study. In addition, there is a fixed fee of £400 for each supervisory visit.