

## 12 Research Degrees





## 12.1 Purpose and scope of this chapter

1. This Chapter of the Quality Handbook provides a series of signposts to the University's policies and procedures for research degrees. It brings together references and links into

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- An applicant must meet the advertised English language requirements before an unconditional offer can be made;
  - An applicant requiring a visa to study in the UK will be screened by the International Office and must meet the requirements set by the University to ensure compliance with UKVI requirements;
2. For studies based away from the University of Bedfordshire the Research Degrees Committee must be satisfied that:
    - the facilities, resources and support available for the research study are satisfactory, both in the University of Bedfordshire and in the other institution or research establishment, whether in the UK or abroad;
    - Arrangements proposed for supervision enable frequent and substantial contact between the student and supervisors).
  3. The Academic Regulations describe the entry requirements and processes for research degrees in more detail.

### **12.3.3 Learning, teaching and research supervision**

1. The Research Degrees Handbook (RDH) sets out:
  - The role of the research degree supervisor;
  - The responsibilities of research degree students;
  - The expectations for supervision;
  - The requirements for a training needs analysis and programme of related studies with reference to the national Vitae Researcher Development Framework;
  - The research student training programme ;
2. Each professional doctorate is aligned to the culture of a particular area of professional practice and related research. The University's Academic Regulations for Research Degrees provide a University-wide framework for professional doctorates, while the detail of each professional doctorate programme is determined by the Programme Information Form. Each professional doctorate programme has a Programme Handbook for students and the programme team.
3. The PhD by publication is normally restricted to members of staff of the University and partner institutions. It focuses on a commentary describing a doctoral contribution to the discipline's knowledge demonstrated through a portfolio of published works. One supervisor (the Director of Studies) is appointed to mentor the candidate during the development of the commentary and the selection of works to be included in the portfolio.
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### 12.3.4 Research integrity

1. All aspects of research studies must be undertaken in compliance with the national Concordat to Support Research Integrity g. (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100)

### 12.3.6 Support for research students

1. The Research Degrees Handbook describes key roles and services for research students, including supervisors, the Research Graduate School and Research Institute leads for research degree studies).
2. The support services described in Chapter 10 of the Quality Handbook are also available to research degree students.

### 12.3.7 Research student representation

1. Research students are represented on Research Institute Boards.
2. Research Degrees Committee considers matters relating to the research student experience under unreserved business and in this format has student representatives. When it is constituted as an examinations board for reserved business it does not have student representation.
3. The PGR Forum (see Section 12.3.6) is designed in collaboration with the Students' Union to provide a link between the RGS, RDC and PGR students.

### 12.3.8 Monitoring and review

1. Annual monitoring of research students takes place through the Monitoring of Academic Progress of Students (MAPS) process on an annual basis. Students' and supervisors' annual monitoring report forms are submitted independently and subsequently matched by the Research Graduate School. These reports include evaluations of progress with the research study and towards successful completion of the research degree, in addition to feedback on the wider student and supervision experience.
2. Research Students are asked to complete PRES (the Postgraduate Research Experience Survey) which runs nationally every other year. Research Degrees Committee scrutinises the results to inform future developments. Each Research



- Academic Appeals Policy and Procedures  
[www.beds.ac.uk/\\_data/assets/pdf\\_file/0008/459233/Academic-Appeals-Policy-effective-February-2015.pdf](http://www.beds.ac.uk/_data/assets/pdf_file/0008/459233/Academic-Appeals-Policy-effective-February-2015.pdf)

## **Appendix 1: Forms and templates for research degrees**

The following forms and templates relating to research degrees processes are available on the BREQ community.

- Training Needs Analysis Form
- Details of Progression Point 1
- Progression Point 1 Examiner Forms
- Details of Progression Point 2
- Progression Point 2 Examiner Forms
- RS5 Examiner Nomination Form July 2014
- Intention to Submit form
- Thesis Submission Form
- Candidate's Declaration Form
- PhD By Published Works Co-author declaration

### **For students continuing on 2013-14 Academic Regulations only**

- RS1 Guide for MPhil and PhD via transfer from MPhil Students
- RS1 Guide for Professional Doctorate Students
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