

## 8. Application to Register for a Research Degree (Form RDC:R)

Once you have enrolled as a probationary research degree student you must apply to Register for a research degree with the relevant Faculty Research Degrees Committee. Students who are based in the IOCT will submit their application to the Faculty Research Degrees Committee to which their First Supervisor belongs. Registration is a separate procedure from enrolment and needs to be completed only once.

Application to register for a research degree is made on form RDC: R, which you will need to complete in collaboration with your assigned supervisors. As registration is a very important stage in becoming a research degree student, the need for the full and accurate completion of all parts of this form cannot be stressed too strongly. The information contained on the form is the sole basis on which the relevant Higher Degrees Committee Sub-Committee decides whether or not to approve your application to register.

The form requires certain elements of information:

- information about the **student** applying for registration for a research degree,
- information about the proposed **topic of research**, its aims, methods and intellectual content. When proposing the working or final title of a thesis, acronyms will not be used.
- information about the proposed **supervision arrangements** for the student.
- information regarding ethical and other approval. (See Procedure 4)

The information given will indicate your eligibility to pursue a research degree and the adequacy of the proposed supervision arrangements. The supervision team proposed must have the expertise to cover all aspects of the research project and must include experience of successful supervision of previous research degrees at the level for which you are applying.

Your registration is dependent essentially on the research topic you choose and the nature, level and appropriateness of the methods you intend to follow. It is vital, therefore, that your proposed Programme of Research is fully and clearly described.

The aims of your research need to be formulated precisely, stating clearly what the programme of research sets out to achieve. You must place your proposed research in the context of other work in the field and specify its relationship to previous research, in terms of theories and empirical work. It is important to cite key texts and indicate how the proposed research builds upon earlier work in the field. The methods of investigation you intend to pursue need to be described and you should give details, as appropriate, of:

- the location of the proposed research. e.g. when, where, etc.
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- the rationale for the selection. e.g. sampling, case studies, etc.
- the methods to be used in the investigation. e.g. descriptive, experimental, etc.  
the instruments to be used or devised. e.g. computer equipment, questionnaires, etc.
- the techniques of analysis to be used.

It is also important for you to outline what you expect the outcomes of the research to be in terms of, for example, the construction of prototypes, the generation of principles or the formulation of theories and how these might contribute to the discipline. If you are proposing to extend the research from the MPhil to PhD, you need to indicate the point in the programme when you expect to apply for transfer.

If you are intending to pursue your research by other than the standard form, such as through Exhibition, Performance, Creative Writing or other similar work, you need to indicate the form in which you would propose to present the outcomes of the research and the ways in which it might be assessed.

Applications for registration for a research degree must be submitted in accordance with the format and procedures detailed in paragraph 7.2 and by the published deadlines, which are available from the Graduate School Office and Faculty Assessors.

The stages in the registration procedure are outlined in flowchart 4.



