INSTITUTE OF TECHNOLOGY SLIGO

Application for Transfer to Doctoral Registrar of a Research Degree Programme

Name of Applicent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Student No. S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In Print

**Guidelines and criteria**

**Research proposal.**

**Criteria against which the research proposal will be assessed.**

* **Is the overall objective, conjecture or hypothesis clear?**
* **Does the application provide evidence that the supervisor or supervisory team will be able to provide academic guidance, authority and leadership in the context of the proposed research?**
* **Is there evidence that new knowledge *may* emerge from the research?**
* **Is there evidence that the proposer is familiar with the relevant learned literature (and patents where appropriate)?**
* **Has the feasibility of completing the research in the timeframe been assessed? Are the necessary resources (information, laboratory, equipment, travel) in place? Is the research environment likely to be supportive for this particular proposal?**
* **Is it made clear how the research will be conducted? Has the research approach been clearly articulated?**
* **Is it evident that there is a clear plan for the student to get started on the work? Have specific questions been identified?**
* **Has the research proposal been submitted, if necessary, for approval by a competent ethics committee?**
* **Is there a schedule (more detailed for the first period and more an outline thereafter which will be updated annually perhaps radically during the project) which sets out clearly the review dates or 'milestones' that need to be assessed along the way - like a contract of sorts between the supervisor and the student?**

**Total number of pages in application (including attachments) \_\_\_**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Submission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**1.** **Candidate’s Details**

Surname:       Forename:       Title:

Permanent Address:

Date of Birth:       Nationality:       PPSN       Gender: M/F

*(day/month/year)*

Mobile Number:

**2.**  **Department**       **School**        IT Sligo student ID:

**3.** **Currently Registered for**

|  |  |  |  |
| --- | --- | --- | --- |
| Master of Arts | Master of Business | Master of Engineering | Master of Science |
|  |  |  |  |

**3.1 Discipline Area:**

|  |  |  |
| --- | --- | --- |
| Environmental | Mechanical & Manufacturing | Other – if other please QQI form |
|  |  |  |

**4.** **Title of Proposed Doctoral Programme**

* 1. **Duration of Research Programme**

Date of admission to Master’s Register

Proposed completion date of Programme

Full-time:  Part-time:

**5.1 Transfer Report and Research Proposal**

Applications for transfer from the masters register to the doctoral register should be supported by a recognised independent expert assessor in the field of proposed doctoral research and accompanied by a transfer report.

Please provide details of how it is proposed to develop and enhance the original programme of research in order to meet the standard and criteria required for a doctorate under the headings listed below.

**5.1.1 Overview of current status of programme of work**

**5.1.2 Aims and objectives of the proposed doctoral programme**

**5.1.3 Programme or schedule of work, indicting the time frame for completion, include a Gantt chart.**

*This information should be typed into a separate file which should then accompany to this application.*

**I, the undersigned, certify that the information I have provided in this application is correct and that I have read and am aware of my responsibilities in the IT Sligo Code of Practice for the Quality Assurance of Postgraduate Research and the IT Sligo Intellectual Property Policy.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature of applicant:** |  | |  |
|  |  |  |  |
| **Date:** |  |  |  |

**6.0 Generic Training and specialist courses planned/required**

**7.0 What are your funding arrangements (if any) :-**

1. **Supervisor’s statement of Grounds for Transfer *– (this can be inserted here or as an attachment to the application )***

**Supervisor**

* 1. **Name:**
  2. **Qualifications:**

**8.3 Publications (Attach CV)**

**8.4 Current position:**

**8.5 Number of other postgraduate research candidates currently being supervised, indicating whether Master’s or PhD candidates**

**8.6 Declaration of support or otherwise for transfer including assessment of work to date and the grounds for transfer.**

***(This information should be typed or printed on separate sheet(s) which should then be attached to this application. )***

**I, the undersigned, am satisfied with the proposed application for transfer. I have read the appropriate section of QQI Examinations Marks and Standards, the IT Sligo Code of Practice for the Quality Assurance of Postgraduate Research and the IT Sligo Intellectual Property Policy.**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Statement of additional supervisors, including off-campus and mentoring supervisors, can be completed Section 9Sheet 9 (Please attach C.V. of any new supervisor)**

**Section 9**

**9.0 Additional Supervisory Arrangements**

**Proposed additional supervisor**

|  |  |  |
| --- | --- | --- |
| **9.1** | **Name:** |  |
|  |  |  |
| **9.2** | **Qualifications:** |  |
|  |  |  |
| **9.4** | **Current position:** |  |

|  |  |
| --- | --- |
| **9.5** | **Number of other postgraduate research candidates currently being supervised, indicating whether Master’s or PhD candidates.** |
|  |  |
|  |  |
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|  |  |
| --- | --- |
| **9.6** | **Number of other postgraduate previously supervised. (Include name award and institution.)** |
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**I, the undersigned, am satisfied with the proposed application and understand the duties and responsibilities attaching to the role of supervisor. I have read the appropriate section of QQI Examinations Marks and Standards, the IT Sligo Code of Practice for the Quality Assurance of Postgraduate Research and the IT Sligo Intellectual Property Policy.**

|  |  |  |
| --- | --- | --- |
| **Signature:** |  |  |

|  |  |  |
| --- | --- | --- |
| **Date:** |  |  |