

## RESEARCH DEGREE: Project Approval Form.

Please refer to NTU Quality Handbook Part A Governance and Award Frameworks, Section 4A: Regulations for PhD/MPhil.

This form must be word-processed and forwarded to the Graduate School Office, who will make arrangements for the application to be considered by the College Research Degrees Committee.

The pre-populated information in this form is sourced from the University's Student Records system. If you believe that any data is incorrect, do not alter the data yourself but contact your Graduate School Office and ask them to amend the data in the Student Records system.

1. Registered for the degree of: -

---

### PART A: THE APPLICANT (Regulation 9 applies)

---

2. Student ID:

3. Name in full:

4. Email Address:

5. Date of Registration:

6. Mode of Study:

7. NTU Programme of Study:

8. Latest Possible Submission Date:

9. Degree or Equivalent Qualifications Held (Regulation 9 refers)

Qualification	Main Subject(s)	Institution	Classification	Date

10. Academic Referees (Regulation 8):

11. Particulars of any scholarship(s) or other award held in connection with the proposed programme. Full time students MUST indicate source of financial support:

12. Training and experience (include details, with dates, relevant to this application, and of any research or publications):

---

### PART B: PROGRAMME OF RESEARCH

---

13. Name of any collaborating establishment(s), (Regulation 3 refers), formal letter of collaboration to be attached:

14. Details of facilities available for the investigation, including funding, location and equipment

15. Relationship between work to be undertaken in the collaborating establishment, and

that to be taken at the sponsoring institution or elsewhere:

16. Give details of proposed programme of related studies, including any courses of study which will be formally assessed (regulation 11 refers):

i) Transferable skills (including details of any modules, research workshops or conferences that you are required to complete or attend):

ii) Subject specific training:

iii) Attendance and participation in staff/postgraduate seminars:

---

**PART C: PROPOSED NEW TEAM**

---

17. Supervision (Regulation 13 refers)

**Director of Studies**

Name	Qualifications		Present Post and Place of Work	
	As 1st Supervisor		As 2nd Supervisor	
	MPhil	PhD	MPhil	PhD
Candidates previously supervised to successful completion				
Candidates currently under supervision				
Candidates currently writing up				
Have you attended the University's Research Supervisors' Training Course? YES/NO	Indicate date of Attendance on Training Course:			

---

**Co-supervisor(s)**

---

Name	Qualifications		Present Post and Place of Work	
	As 1st Supervisor		As 2nd Supervisor	
	MPhil	PhD	MPhil	PhD
Candidates previously supervised to successful completion				
Candidates currently under supervision				
Candidates currently writing up				
Have you attended the University's Research Supervisors' Training Course? YES/NO	Indicate date of Attendance on Training Course:			

Name	Qualifications		Present Post and Place of Work	
	As 1st Supervisor		As 2nd Supervisor	
	MPhil	PhD	MPhil	PhD
Candidates previously supervised to successful completion				
Candidates currently under supervision				
Candidates currently writing up				
Have you attended the University's Research Supervisors' Training Course? YES/NO	Indicate date of Attendance on Training Course:			

Name	Qualifications		Present Post and Place of Work	
	As 1st Supervisor		As 2nd Supervisor	
	MPhil	PhD	MPhil	PhD
Candidates previously supervised to successful completion				
Candidates currently under supervision				
Candidates currently writing up				
Have you attended the University's Research Supervisors' Training Course? YES/NO	Indicate date of Attendance on Training Course:			

---

Details of any other person(s) who will formally act in an advisory capacity:

Name	Qualifications	Present post and place of work

18. If the collaborating institution(s) asks for the thesis to be withheld from public access, state reasons and indicate the length of the period of confidentiality required:

19. Give details of eventual submission and proposed arrangements for examination if not a thesis and oral:

20. Title of the proposed investigation (Maximum of 20 words. Appendix 4 of Regulations refers):

21. Aim(s) of the investigation:

22. Proposed plan of work, including its relationship to previous work, with appropriate references (Please refer to the relevant College Handbook for guidance on word limits, and insert the total number of words used for this section at the end):

### 23.A HEALTH AND SAFETY

The supervisory team has a responsibility to consider and advice on the health and safety of any research proposal, including any parts that may be carried out away from the University. By signing this form, the Director of Studies and the Student confirm that they have discussed the health and safety issues involved with the project have carried out and where required submitted risk assessment, and that both parties recognise their responsibilities to work in a healthy and safe manner.

### 23.B RESEARCH ETHICS

Students should be aware of potential ethical issues linked to their proposed area of investigation. If a proposed project is likely to raise ethical issues students must discuss these with their supervisor(s) at an early stage to check whether or not the work is feasible.

Ethical Approval

i) Has ethical approval been discussed with the Director of Studies? Y/N\*

ii) Does any aspect of this project require approval from a University/College Ethical Review/Ethics Committee? Y/N\*

If not, please state.

iii) If your answer to question ii is yes, then either:

a. state which Ethical Review/Ethics Committee has granted approval and attach evidence;

or

b. state which Ethical Review/Ethics Committee the project has been submitted to and give the date of submission to that Committee;

or

c. state which Ethical Review/Ethics Committee the project will be submitted to and provide an indication of expected date of submission to that Committee.

Please note that in signing this form, the Director of Studies and the Student undertake not to begin any data collection until it has been agreed that the project is exempt from ethical approval, or a favourable ethical opinion has been received from an official College Research Ethics Committee.

### 24. STATEMENT BY APPLICANT

i) I wish to apply for registration for MPhil/MPhil-PhD/PhD\* on the basis of the proposals set out in this application, and I confirm that the information given in Part A is correct.

ii) I understand that, except with the specific permission of the University, I may not,

during the period of my registration, be a candidate for another award or be enrolled on any other course of study.

iii) I understand that, except with the specific permission of the University, I must prepare, submit, and defend my thesis in English.

Signed by Applicant .....

Print Name .....

Date .....

---

**PART D: SIGNATURES**

---

**25. RECOMMENDATION OF THE SUPERVISORS**

I have read and agree with the contents of this form and recommend that the applicant be registered for the University's research degree.

Signed by Director of Studies .....

Print Name .....

Date .....

Signed by Co-Supervisor .....

Print Name .....

Date .....

Signed by Co-Supervisor .....

Print Name .....

Date .....

Signed by Co-Supervisor .....

Print Name .....

Date .....

---

**INDEPENDENT ASSESSORS COMMENTS (following Project Approval Panel Meeting):**

---

We recommend/do not recommend\* project approval for MPhil/MPhil-PhD/PhD (\* delete as appropriate).

The panel were in agreement\*/were not in agreement\* (\* delete as appropriate).

Date of project approval panel meeting: .....

Please continue on another sheet if necessary, and refer to the relevant college guidelines in drafting your report

For and on behalf of the Project Approval Panel Meeting:

Signed by Indep. Assessor .....

Print Name .....

Date .....

---

FOR OFFICE USE ONLY

---

Applicant to be registered for MPhil\*/MPhil-PhD\*/PhD\*

Date of Registration:

Referred for amendment and re-submission:

Approved by the Chair of the College Research Degrees Committee

Signed by Chair CRDC .....

Print Name .....

Date .....

---

\* Please delete as appropriate