

PRELIMINARY APPLICATION FOR A RESEARCH DEGREE (RDA)



PhD /MPhil/MA/MSc by Research/MRes

(please delete as appropriate)

Full-time / Part-time (please delete as appropriate)

Student No: _____
(office use only)

Part 1: Personal details

Surname / Family name: _____ Title (Ms/Mrs/Miss/Mr/other): _____

Given names: _____ Gender: _____ Date of birth: _____

Permanent Home address & postcode: _____

Telephone (daytime & evening, including code): _____ Fax: _____ Email: _____

Contact address & postcode (if different from Home address) or Agent's details: _____

Telephone (daytime & evening, including code): _____ Fax: _____ Email: _____

Who will pay your tuition fees? _____ Self / sponsor (Please provide confirmation of sponsorship)

Country of birth: _____ Nationality: _____

Passport number if non-EU: _____

Is your permanent home in the UK? If 'no', where is your permanent home? _____

Proposed start date: _____ Year: _____ Month: _____ October/February

How did you find out about research opportunities at the University?: _____

Office Use only: _____ *Received:* _____

Part 2: Qualifications and Experience

Give details of **higher education** qualifications

Institution	Qualification	Main subject(s)	Classification of Award	Date of Award

Please enclose an official copy, or English translation, of the award certificate / transcript with your application, along with any official explanation / translation which will help us to judge its equivalence to UK qualifications. Any certificate, or photocopy, must be individually certified and sent to the address at the end of section 5, scanned copies of certificates will not be acceptable.

An unconditional offer of a place to study cannot be made until we have received certified copies of certificates.

Note any qualification you anticipate gaining with date of expected completion and results to date:

English Language Qualification: If English is not your first language, or the language in which your higher education was conducted, please provide evidence of your proficiency in English. Entry requirements for a Research Degree are:

- British Council/UCLES IELTS 6.5
- TOEFL (paper based test 600, computer based test 250, internet based test 100)

Scheme (eg TOEFL/ IELTS)	Overall Score	Score for Individual Components		Date of Qualification
		Listening		
		Reading		
		Writing		
		Speaking		

Please enclose a copy of your certificate

Part 3: Referees

Please give the name, address and position of two academic or professional referees, at least one of whom must be able to comment on your academic work

Referee 1

Name:

Role / Designation (eg undergraduate tutor):

Institution and Address:

Phone / Fax / Email:

Referee 2

Name:

Role / Designation (eg line manager):

Institution and Address:

Phone / Fax / Email:

Part 4: Disabled Applicants

If you have a disability, or specific needs, we welcome your application to the University.

You are invited to use this section to highlight any special requirements you might have which you feel should be discussed in interview.

Please also indicate if there are any special requirements which we need to take into account if an interview is arranged (eg relating to physical access to interview room).

If you require this form in an alternative format, please contact us on 01242 714157 or 715367

Part 5: RESEARCH PROPOSAL

Please use this space to provide a brief summary of your proposed research project, **limited to 1000 words**. This should include title, hypothesis(es)/ questions, contextualisation, methodology and brief bibliography.

Part 5: RESEARCH PROPOSAL(continued)

I declare that the information I have given is true and correct to the best of my knowledge.

Signature of applicant:

Date:

Please check that you have enclosed all the relevant documentation with your application:

Certified copies of all higher education degree certificates or transcripts of studies
Copy of English language certificate (if applicable)

And send to this address:

**Institut für Hochschulkooperation und
internationale Promotionsprogramme (IHP) GmbH
Konrad-Zuse-Platz 8
81829 München**

This section should be completed by the Faculty Research Director/ Research Degrees Tutor/ Director of Studies after initial interview and returned to the Postgraduate Research Centre.

Decision:

Reject (please state reason).....

Unconditional Acceptance for Degree: MA by Research/MSc by Research/MPhil/MRes/PhD/DBA

Conditional Acceptance subject to:.....

Research Training and/or taught components to be undertaken:

MR401 Philosophy and Approaches to Research	Y/N
MR402 Methodologies and Methods	Y/N
MR403 Reading for Research	Y/N
MR404 Independent Study	Y/N

Other (please specify)

Or

I confirm that the candidate is exempt from compulsory research methods training (please specify reason):

Name of potential first supervisor/ panel convenor

Name of potential second supervisor (if known).....

Date of enrolment: Year: Month: October / February Full-time / Part-time

Signed..... Date.....

Confirmation by Head of School/Budget Holder

Signed.....Date.....Position.....