## **Application**

Offer and Acceptance

- Admissions Office process PhD applications
- Academic Schools conduct interviews
- Admissions Office send out offer letters

Log bool

Induction

Graduate School induction School induction Supervisory team induction eg: Regulatory requirements, researcher development eg: Meeting record, holiday/absence cards eg: Planning your research project, working together, PDP

Get your research programme of study registered: submit RDC 1 form by end of first month for all students

- Formal approval of supervisory team
- 1 page research project summary
- Resource and ethics implications
- PDP (personal development plan)

**Initial research period** with regular supervisory meetings

- 12 recorded meetings per year FT (6 per yr PT)
- Annual progress report at the end of each year
- Record holiday and absence each year

Confirmation of progression to PhD: submit RDC 2 form within 9 months for full-time, 14 months part-time

- 6,000 to 8,000 word report
- Oral presentation
- Mini viva
- PDP

**Continue research** with regular supervisory meetings

- 12 recorded meetings per year FT (6 per year PT)
- Annual progress report at the end of each year
- Record holiday and absence each year

## Log book available at:

www.gcu.ac.uk/graduateschool/postgraduatestudy/phdstudyatgcu/guidelinesandlogbooks/

Continue research with regular supervisory meetings

- 12 recorded meetings per year FT (6 per year PT)
- Annual progress report at the end of each year
- Record holiday and absence each year

Finalise thesis write up

- Typical thesis 80,000 words (social science and business)
- 40,000 words (science and engineering)

**Summary of thesis** and examiner approved RDC 5, RDC 8

Enhancement of thesis

**Viva examination** 

**Correction of thesis** (if applicable)

**Graduation** 



The Graduate School

www.gcu.ac.uk/graduateschool