

Faculty of Health Sciences

Policy for PhD, M. Phil and Master's by Research Probationary Candidature and final Defence Seminars

Probationary Candidature Seminars

The requirements for the above are set out in the URC Confirmation of Higher Degree Candidature Form.

- 1) Students together with the Principal Supervisor will decide on a date for the Probationary Candidature Seminar – Confirmation of Higher Degree (within 12 months of fulltime equivalent candidature) and arrangements made accordingly.
- 2) The HoS and Principal Supervisor will convene a panel. The panel will be as indicated on the URC document. The chair of the panel will usually be the Head of School (HoS) of the school where the candidate is enrolled or the HoS's nominee. If the chair is a nominee of the HoS, they should hold a PhD or an equivalent qualification. The academics on the panel, excluding the supervisors, are selected by the Principal Supervisor and the HoS or nominee and must have the appropriate cognate skills, defined as an understanding of the candidate's methodology.
- 3) The Principal Supervisor ensures that the candidate supplies a written proposal not exceeding 20 pages (without references and appendices), 1.5 line spacing and 12 font and a power point presentation for circulation via email attachment to all attending the seminar.
- 4) Wherever possible the seminar will be held via videoconference and all academics within the schools of the Faculty of Health Sciences will be invited to attend. The presentations will not be recorded.
- 5) The student's presentation will not exceed 30 minutes and 20-30 minutes will be allowed for questions/discussion.
- 6) All attendees will be encouraged to provide written comments to the panel
- 7) At the end of the 50 minute presentation the student will be asked to leave while the panel discusses their presentation and decides on the outcome as per p. 4 of the URC Form, making one of four possible recommendations: that the candidate be confirmed, that the candidature be confirmed subject to any conditions set, that the candidate be required to re present at a later date, and that the candidate be terminated for unsatisfactory progress.
- 8) The student is called back in and notified of the outcome by the panel chair.
- 9) The Principal supervisor, with input from the panel, will have completed the section in the URC form, prior to notifying the student. Depending on the outcome, and if no changes are required to the written proposal the student signs the completed form and the 20 page proposal is attached to the form and both are forwarded to the Associate Dean (R, RT & P) and thence to the URC.
- 10) If any amendments are required the Principal Supervisor arranges to meet with the student at a suitable time to complete any further requirements. For example the student may be required to make minor amendments to the 20 page proposal before attaching same to the document.
- 11) Once the URC has received the documentation, the student and the supervisor will receive notification from the URC of confirmation.

PhD, M.Phil and Masters Final Defence

The Principal supervisor, together with the student, will arrange a final seminar prior to submitting the thesis for examination. The date and successful outcome of the seminar is recorded and the Research Office notified.

Work in Progress Seminars

- 1) In addition, Doctoral, M Phil, and Master's candidates are required to present work in progress on an annual or biannual basis.