Distance Learning Postgraduate Research Study Checklist

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| 1. Candidate details | | | | |
| Surname (family name): | | | Forename(s): | |
| Title: (e.g Dr, Mr, Ms, Mrs) | | | Student ID Number : | |
| 1. Programme Details | | | | |
| School/Department: | | | | |
| Degree: Choose an item. | | | Mode of Study: Choose an item. | |
| Proposed start date: Click or tap to enter a date. | | | | |
| Research topic: | | | | |
| Reasons for studying as a distance learning student: | | | | |
| 1. Study Location | | | | |
| Please select Yes/No in the below categories to indicate if the study location provides adequate facilities. This is to ensure that the PGR’s research is not inhibited as a result of studying by Distance Learning.  If you select ‘No’ for any of the below resources, please provide details of how the school will overcome any inadequacies in these facilities in the comments section below each category.   1. Access to and availability of research materials, archives data collections, other appropriate/relevant material and/or equipment Choose an item. Comments: 2. Access to Library facilities Choose an item. Comments: 3. Access to IT facilities Choose an item. Comments: 4. Access to facilities to support any study-related disability (if applicable) Choose an item. Comments: | | | | |
| 1. Supervision and progress reviews | | | | |
| Please list the names of the supervisory team, with information concerning how their expertise matches that of the applicant’s proposed area of research:  Distance learning PGRs are only required to attend the UOB campus for annual visits (bi-annual for part time PGRs) and for the final thesis examination. Considering the below;   * Proposed method of contact for supervision sessions * Technology to be used * Frequency of supervision meetings (N.B. these should be at least monthly for FT PGRs) * Procedure for arrangement of supervision sessions * Recording of supervision meetings and outcomes   please provide details of how supervisory contact will be maintained in accordance with the University’s [Code of Practice](https://intranet.birmingham.ac.uk/as/registry/legislation/codesofpractice/index.aspx) for Supervision and Monitoring Progress of PGRs:  Please tick to confirm that you are satisfied that the PGR has demonstrated a minimum technological requirement, e.g. the proficient use of electronic conferencing facilities  Please provide details of the arrangements for the annual progress review: | | | | |
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| 1. Individual Study Plan (including time available to study), and attendance at the University of Birmingham | | | | |
| PGRs undertaking distance learning programmes will be required to visit UoB for an induction period of at least one week during the first year of study.  Please provide the study plan for the student in the below table | | | | |
| Date of first visit to UoB  Please specify what arrangements will be made for induction: | | From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 2 | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 3 | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 4 | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 5  (Part time only) | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 6  (Part time only) | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 7  (Part time only) | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Year 8  (Part time only) | | Location:  From Click or tap to enter a date.  To: Click or tap to enter a date. | | |
| Student | | | | |
| Name: | Signed: | | | Date: Click or tap to enter a date. |
| Supervisor | | | | |
| Name: | Signed: | | | Date: Click or tap to enter a date. |
| Head of School (or Nominee) | | | | |
| Name: | Signed: | | | Date: Click or tap to enter a date. |