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| qmulogo_mono  **Doctoral Programmes: Outline Proposal**  Submission to the GSAB | | |
| The Outline Proposal form and Learning Contract should be completed and submitted electronically to: [graduateschool@qmu.ac.uk](mailto:graduateschool@qmu.ac.uk)  **The timescale for submission of the proposal is as follows**:   * Full-time candidates: within approximately one month and no later than two months following initial registration. * Part-time candidates: within approximately two months and no later than four months following initial registration.   **Submission instructions:**   * **ALL** sections of the form must be completed, except where information is not applicable. * Do not change the format of this form – forms submitted incorrectly will be returned for amendment. | | |
| **1 The applicant** | | |
| Name in full | |  |
| QMU Matriculation number | |  |
| Date of initial registration**[[1]](#footnote-1)** | |  |
| Mode of study (full time, part time or part time distance) | |  |
| Funding (bursary/self-funding/other**[[2]](#footnote-2)**) | |  |
| School & Division | |  |
| Research Centre/Institute | |  |
| **2 The programme of research** | | |
| 2.1 Title of the proposed project |  | |
| * 1. State your provisional research question(s) and/or aims. |  | |
| * 1. Do you intend to use human participants? | *If ‘yes’ go to question 2.4 / If ‘no’ go to question 2.5* | |
| * 1. Who are your intended participants?   Approximately how many participants will you need?  How will they be recruited? |  | |
| * 1. Outline your intended research methodology Note: This is not the methods (**max 250 words**) | | |
| * 1. Describe your research methods as you understand them at this point (**max 250 words**) | | |
| * 1. What resources will be needed? Please consider all costs that might be incurred, including travel, consumables and use of external staff to provide services (such as transcription, interpreting or laboratory analysis)**[[3]](#footnote-3)**.  |  |  |  | | --- | --- | --- | | **Resource Required** | **Estimated Cost** | **Availability of resource/how cost will be met** | | *e.g. travel* | *£500* | *This cost will be met by the researcher/apply to different funding sources* | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | | |
| * 1. Is there any specialist knowledge/skill input you require from your supervisory team? (i.e. expertise in a particular methodology or method). |  | |
| * 1. Will you need access to facilities from any other organisation? | Yes, *go to question 2.9 /* No, *go to question 3.0* | |
| * 1. What access to facilities from another organisation will you need?   Please provide details of how you will seek to gain the required permission to access these facilities. |  | |
| * 1. Will there be any Intellectual Property considerations to be agreed? (i.e. ownership of creative output) |  | |

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| **3 The Supervisory team[[4]](#footnote-4)** | | |
| **Please provide web links to staff profiles for all supervisors in the team[[5]](#footnote-5). If an up to date staff profile is not available, a CV will need to be provided – Please contact** [**GraduateSchool@qmu.ac.uk**](mailto:GraduateSchool@qmu.ac.uk) **for a template.**  **A maximum of three supervisors should be included in the supervision team. Advisors must be identified as such and not included as supervisors** | | |
| **Supervisor 1**  Name and title: |  | |
| Post held at QMU: |  | |
| Expertise relevant to project: |  | |
| No. of candidates currently supervising**[[6]](#footnote-6)** | PhD | Prof Doc |
| Previously supervised to successful completion | PhD | Prof Doc |
| Link to QMU staff profile page: |  | |
| **Supervisor 2**  Name and title: |  | |
| Post held: |  | |
| Expertise relevant to project: |  | |
| No. of candidates currently supervising**6** | PhD | Prof Doc |
| Previously supervised to successful completion | PhD | Prof Doc |
| Link to QMU staff profile page: |  | |
| **Supervisor 3 or Advisor (if applicable)**  Name and title: |  | |
| Post held at QMU: |  | |
| Expertise relevant to project: |  | |
| No. of candidates currently supervising**6** | PhD | Prof Doc |
| Previously supervised to successful completion | PhD | Prof Doc |
| Link to QMU/external staff profile page: |  | |
| **Who is the nominated Supervisory Chair[[7]](#footnote-7)** |  | |

1. Typically this will be the first day of induction week – if in any doubt, please check with the Secretary to the Graduate School Academic Board. Email [graduateschool@qmu.ac.uk](mailto:graduateschool@qmu.ac.uk) [↑](#footnote-ref-1)
2. If “other” please supply brief summary details. [↑](#footnote-ref-2)
3. **It is the responsibility of the candidate, their supervisors and the School Postgraduate Research Co-ordinator (PGRC) to ensure that adequate resources are available to meet the costs identified**. [↑](#footnote-ref-3)
4. **Supervisors are advised to refer to** [**PhD Regulations (2015)**](http://www.qmu.ac.uk/graduate-school/Documents/PhD%20Regulations%20-%20Sept%202015.pdf) **(Section 7) as it is the responsibility of the supervisors and PGRC to ensure the supervisory team meets the regulatory requirements.**  [↑](#footnote-ref-4)
5. Where any supervision was undertaken outwith the UK, please give details of the institution. [↑](#footnote-ref-5)
6. Supervisors are normally permitted to supervise a maximum no. of 8 doctoral candidates at any one time. Graduate School will monitor the numbers. [↑](#footnote-ref-6)
7. Please refer to PhD Regulations (2015) **Section 7.3.1** for the regulations, role & responsibilities of the Supervisory Chair. [↑](#footnote-ref-7)