

Regulations for Progression in PhD Programme

School of Mathematics

University of Birmingham

Progression decisions for a PhD student from year one to year two and year two to year three of their studies have to be made in the early summer of each year and must be reported to the central university.

Students are required to prepare a document for each of these progression stages.

Progress Committee

This will comprise:

- Director of Graduate School and Deputy Director (Research)
- Heads of Group and deputy Heads of Group (representing the assessors)

Assessment Committee

Normally the assessment committee will comprise

- Head of Group
- Appointed internal examiner (who is expected to be the internal examiner of the final thesis)

The internal examiner will normally not be the supervisor or co-supervisor. In cases where the Head of Group is the supervisor, the Deputy Head of Group will play the role of Head of Group. Any other Assessment Committee will require the approval of the Director of the Graduate School.

Year one to year two progression

1. In year one the document should outline the research project being investigated, the methodology being employed, the literature surveyed and the progress made. It can also include information about courses taken, conferences attended and funding applied for. Maximum 15 pages minimum 10 pages.
2. The document should be submitted two weeks after the end of the main summer examination period.
3. It will be assessed by the student's Assessment Committee. Reports must be written using the Progression report form.
4. Students must have completed a minimum of 20 credits of the 50 credits of required taught courses.
5. A student's PhD registration may be terminated or a student may be transferred to the MRes programme.

Year two to year three progression

1. In year two, the document submitted should be equivalent to an MRes thesis. Detailed chapters, proof of definite progress towards a PhD thesis should be demonstrated. It should be between 40 and 80 pages in length written in line with standard university requirements for thesis presentation.
2. The document must be submitted 18 months after the commencement of PhD studies. This will normally be last day of the second term.
3. It will be assessed by the student's Assessment Committee. Reports must be written using the Progression report form.
4. Students must have completed 40 credits of taught courses.
5. Students can be transferred to MRes or failed. In instances where the submitted work and progress demonstrated is unsatisfactory. If a second opinion is required, the thesis will be submitted as an MPhil(Qual) and an external examiner will be appointed.
6. The work in the 2nd year report can form part of the student's PhD thesis.

Appeals

Students may appeal any decision made by the progress meeting.

For students who commence their studies at irregular times, the dates for submission of reports will be at 9 months and then 18 months after their start date.