

# RD03 - Research Degree Application Form



Please read the notes at the back before completing this form. This application form will be photocopied before it is sent to admissions tutors and therefore it is important that you write neatly using block capitals in black ink or typescript. **Incomplete application forms submitted without ALL the supporting documents will delay the decision process. Please note that the University cannot guarantee that supervision is available within your proposed research area.**

1. Target Award			
Degree (Tick one)	MSc by Research <input type="checkbox"/>	MA by Research <input type="checkbox"/>	PhD <input type="checkbox"/>
			Professional Doctorate <input type="checkbox"/>
Subject or Topic			
Host Faculty (Tick one)	<input type="checkbox"/> Business, Environment & Society <input type="checkbox"/> Coventry School of Art and Design <input type="checkbox"/> Engineering and Computing <input type="checkbox"/> Health and Life Sciences		Mode of Study <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time <input type="checkbox"/> Split-site
			Preferred entry date DD/MM/YYYY

2. Personal Details			
Title (Mr/Mrs/Miss/Ms)	Date of Birth:	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Family Name		First Name(s)	
Correspondence Address		Home Address (if different)	
Postcode		Postcode	
Country		Country	
Telephone		Telephone	
Current E-mail		Fax Number	
Do you have any criminal convictions? (Your enquiry cannot be processed if you do not complete this section - see Notes for Guidance)			<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes Give Details			

3. Fee Status	
Country of Birth	Nationality
Country of domicile or area of Permanent Residence	
Date of first entry to the United Kingdom	
Who is expected to pay your fees? (e.g. Government, employer, family, scholarship or other – official documentation as evidence must be provided)	

#### 4. Last Two Educational Establishments Attended

School/Institution	City/Country	From (month/year)	To (month/year)	Full-time or Part-time
		MM/YYYY	MM/YYYY	
		MM/YYYY	MM/YYYY	

#### 5. Qualifications and Pending Examinations

If you are awaiting the result of any examination or are about to take one, please write **PENDING** in the result column.

**Please attach copies of all known results.**

Level	Subject	Date (month/year)	Place of Study	Result (Grades or bands)
Degree Level (List all Higher Education Qualification taken whatever the result, in date order)				
		MM/YYYY		
		MM/YYYY		
		MM/YYYY		
		MM/YYYY		
		MM/YYYY		
		MM/YYYY		
English Language Qualifications (Overseas applicants require a IELTS (min 6.5))				
		MM/YYYY		
		MM/YYYY		

#### 6. Work Experience

Please give details of your work experience, training and employment (List the last 5 in chronological order).

Job title and nature of work/training	Name of Organisation	From (month/year)	To (month/year)	Full-time or Part-time
		MM/YYYY	MM/YYYY	
		MM/YYYY	MM/YYYY	
		MM/YYYY	MM/YYYY	
		MM/YYYY	MM/YYYY	
		MM/YYYY	MM/YYYY	

#### 7. Research Proposal

Describe your research proposal below (3000 words max). You may find it useful to relate it to our advertised research or professional degree opportunities (<http://www.coventry.ac.uk/researchnet/opportunities>). See Notes for Guidance for further details about your proposal. **Please note; if you are applying for an advertised Studentship please refer to the stated requirements before completing this section.**

Project Title (20 words)	
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Aims and Objectives  
(500 words)

Relevance to Professional or Academic Field  
(1500 words)

Research Approach or Methodology  
(500 words)

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Explicit Outcomes  
(480 words)

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Potential Director of Studies  
(if known)

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**Please Note:** If you intend to study for MSc by Research, MA by Research, PhD degrees in engineering and science or related disciplines and you are a citizen of a country outside the United Kingdom or the European Union then you will have to apply for clearance through the Academic Technology Approval Scheme (ATAS) before applying for a visa. See <http://www.fco.gov.uk/en/fco-in-action/counter-terrorism/weapons/atas/atas-faq>

## 8. Personal Statement

Please state your reasons for wishing to undertake research in this area, relevant experience and career plans (max 1,000 words)



### 9. Physical or Other Disability or Medical Condition

Please enter the appropriate code in the box provided if you have a physical or sensory disability which might in some way affect your studies at Coventry University or may require special facilities or treatment. Please consult Notes for Guidance

Please state any condition which might necessitate special arrangements or facilities.

### 10. References

Please refer to the RD04 - Reference for Research Degree Applicant form. Please see Notes for Guidance.

### 11. Source of Information

Please indicate how you heard of this programme:  
(Please tick)

- www.coventry.ac.uk/researchnet
- Member of Staff
- Agent
- Exhibition
- Family
- Internet
- Private visit
- Other (please specify)

### 12. Declaration

I confirm that to the best of my knowledge the information given in this form is correct and complete. I have read the Notes for Guidance, in particular those relating to this section. I understand these instructions and I agree to abide by the conditions set out there.

Signature of Applicant

Date

DD/MM/YYYY

### IMPORTANT NOTE

Coventry University will take all reasonable steps to provide the educational service set out in its prospectus. Should industrial action or other circumstances beyond the control of Coventry University interfere with its ability to provide such a service, the University will take reasonable steps to minimise the resultant disruption. Coventry University does not undertake any absolute obligation whatsoever to provide an educational service in the manner specified in its prospectus or in any other document, nor does it undertake any other obligation in respect of the provision of an educational service which is more onerous than the obligations set out therein.

Should you become a student of Coventry University, this notice shall be a term of any contract between yourself and the University. Any offer of a place made to you by Coventry University is made on the basis that in accepting such an offer you signify your consent to the incorporation of this notice as a term of any such contract.

Please return this form to:

Graduate Centre  
Jaguar Building  
Coventry University  
Priory Street  
COVENTRY  
CV1 5FB,  
United Kingdom

Telephone: **+44 (0)24 7688 7667/7091**

Fax: **+44 (0)24 7688 8609**

Email: **research-apps.pg@coventry.ac.uk**

## Notes for Guidance

### General

Before completing the form, **please ensure that you read these notes** and the current Coventry University literature relating to the area of study in which you are interested.

### Mature students

Coventry University welcomes applications from mature students, including those who do not have conventional qualifications for admission to higher education in the UK. Full account is taken of relevant experience and other educational achievements.

### The Data Protection Act 1998

The information which you give on your form will be used for the following purposes:

- To determine your eligibility for entry to Coventry University.
- To enable Coventry University to compile statistical reports.
- To enable Coventry University to initiate your student record.
- To share information with other government departments (e.g. immigration office), local authorities and other bodies to prevent possible fraud and to enable them to carry out their functions.

### Section 1 - Target Award

Further details can be found on

[www.coventry.ac.uk/researchnet](http://www.coventry.ac.uk/researchnet)

### Section 2 - Personal Details

Complete this section in BLOCK CAPITALS.

### Criminal convictions

Your application cannot be processed if you do not complete this section. If you enter 'yes' in the box please provide further details about the conviction.

### Section 3 - Fee Status

Please state your country of permanent residence and give details of who you expect to pay your fees for the proposed study.

### Section 4- Educational Establishments Attended

Please state provide the details of the last two educational establishments you attended.

### Section 5 - Qualifications and Pending Examinations

Enter the exact subject name used by the examining body and the name of the examining body in full. If you have qualifications obtained outside the UK, you should give details of all examinations taken as preparation for entry to higher education. Applicants with qualifications obtained in a language other than English, must attach a certified English transcript to the form.

### Section 6 - Work Experience

Please include your recent work experience and training, paid or unpaid, full time or part-time.

### Section 7 - Research Proposal

**Project Title:** Give your project a title that reflects the content.

**Aims and Objectives:** Supply an overall aim and approximately 3 or 4 objectives that the research will address.

**Relevance to Professional of Academic Field:** Describe using referenced material, how your proposed research will fit in to the existing body of academic knowledge and practice in the professional field.

**Research Approach or Methodology:** Describe the methods you intend to use to deliver your aim and objectives. You should provide detail of data source and any specialist resources or facilities you may require.

**Explicit Outcome:** Describe other outcomes you are hoping will happen from the project e.g. academic and professional papers.

**Potential Director of Studies:** The person you hope will supervise your research.

### Section 8 - Personal Statement

Enter here any information you may wish to offer in support of your application.

### Section 9 - Physical or Other Disabilities or Medical Conditions

Please enter in the box the code from the list of statements below which is most appropriate to you.

#### Disabilities/support required:

- 0 You do not have a disability nor are you aware of any additional support requirements in study or accommodation.
- 1 You have dyslexia.
- 2 You have a sight impairment.
- 3 You have a hearing impairment.
- 4 You use a wheelchair or have mobility difficulties.
- 5 You need personal care/support.
- 6 You have mental health difficulties.
- 7 You have an unseen disability (e.g. diabetes, epilepsy, asthma).
- 8 You have two or more of the above special needs.
- 9 You have a disability not listed above.

Describe your condition where it is not obvious; indicate whether you have any special needs.

### Section 10 - References

Two RD04 references forms must be sent with your application. Two academic or one academic reference and one work reference.

### Section 11 Declaration

Any offer of a place which you may receive is made on the understanding that in accepting it you agree to abide by the rules and regulations of Coventry University and by signing this form you are confirming your agreement to this. **Any false information provided or misrepresentation can mean withdrawal of any offer made.**