

1.1 INTRODUCTION TO RESEARCH AWARDS

- i) The University of Buckingham offers a full range of research degrees. If you are interested in studying for a research degree, please contact the University **Admissions Office** (admissions@buckingham.ac.uk) who will put you in contact with an appropriate member of the academic staff. Students may undertake research in any of the areas of study offered at the University for which effective arrangements for supervision can be made. Undertaking research for a higher degree is a deeply rewarding experience. However, it also requires patience, self-discipline, and determination, and the ability to work in a self-directed and independent manner. It is important, because of this, to play as full a part in the life of the University as you can, and to take advantage of the social and support services that the University offers.
- ii) The University prides itself on the high level of personal attention that it is able to offer to individual students, and this particularly applies to its research students. They are offered support and advice in the selection of a suitable topic for research. Individual arrangements are made with them to provide the support they need to undertake effective research. They have regular meetings with their supervisor and their progress is closely monitored. For PhD students an Annual Review is held to evaluate progress, to ensure that there are appropriate plans for continuing the research over the next year, to review the work plan and timetable for the research, and to provide an opportunity for considering the arrangements for supervision.
- iii) As a research student you are an important member of the University's academic community. You will become an expert in your field, maybe even a world expert. You will work closely with staff and may, with the approval of your supervisor and head of department, perform teaching or other responsibilities for undergraduate or taught Master's students.
- iv) Research can be a lonely occupation and requires a great deal of self-discipline, even for the most dedicated scholar. Do take advantage of the help offered by your supervisor, your department, and other departments and agencies both within and outside the University.
- v) Your relationship with your supervisor is vital to the success of your studies. If you encounter any difficulties with your studies or with any other aspect of University life, try initially to resolve them with your supervisor. If this is not possible, then refer the matter to your Research Officer.
- vi) If your first language is not English, and you would like to improve your language skills, you are advised to visit the Language Centre and seek the advice of EFL staff. They will recommend videos, cassette tapes, and study-skills leaflets and can advise on English language classes if these are considered appropriate.
- vii) Buckingham has developed a strong welfare system to address any problems you may have. The Student Welfare team is organised under the leadership of the Senior Tutor who has responsibility for pastoral care and also deals with breaches of general regulations. The team also consists of two Deputy Senior Tutor with specific responsibility for disciplinary issues, and the administration of the Student Hardship Fund. The Senior Tutors work closely with the Student Welfare Department. This supports students' physical and emotional welfare as well as their academic learning. The department comprises of a Welfare Adviser, a Welfare Officer, a Counsellor and a Learning Support/Disability Officer as well as two secretaries. It offers support,

advice and a referral service to students experiencing or wishing to discuss personal concerns, and emotional or physical health issues.

- viii) In order to ensure that you are making satisfactory progress and to give you an opportunity to express any concerns about your studies, you will be subject to periodical reviews held at least once each year. These reviews will also give you an opportunity to prepare for your final viva voce examination (if applicable).
- ix) Make sure you are familiar with the process of annual review and the requirements for submission of your thesis (see the procedures in this handbook), and discuss with your supervisor the arrangements for the viva voce so that you can be properly prepared.