



CURRENT ACADEMIC YEAR 2020/2021

Application for Transfer / Advanced Entry to Postgraduate Research Programme

On completion, this form should be returned to Student Awards, Registry at least **two weeks** in advance of the scheduled meeting of the Graduate Research Studies Board (GRSB). [See OVPAA Schedule of Meetings](#).

Note: All applications for entry to DCU postgraduate research programmes **must** be submitted via the Student Application Portal and are subject to the normal eligibility requirements for research programmes.

Where advanced entry is proposed, this must also be identified in the Student Application Portal.

**(N.B. Only Typed Forms will be accepted by GRSB.
Please ensure that all sections are complete and print single-sided.)**

A. Candidate Details

Name of Candidate	
Application ID Number	
Previous DCU Student ID Number (If applicable)	

B. Current Programme Information (To be completed by the applicant)

Institution		Programme (PhD-track, PhD, MA, MSc etc.)	
Date of Entry		Current Year of Study (Year 1, Year 2 etc.)	
Number of Months Research Completed		Mode of Registration (please tick as appropriate)	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>
Rationale for transferring to DCU:			

Applicant Declaration:

- i) I enclose written statements from my current institution confirming:
- The duration of my current research studies in that institution;
 - That I have maintained good progress in my studies to date and met progression requirements;
 - That I am in good financial standing with that institution;
 - That I am not currently subject to any disciplinary proceedings.
- ii) My studies are funded and I enclose written evidence of permission from the funding body to move the fellowship or source grant to DCU.

OR

- My studies are self-funded.

Sign: _____
Applicant

Print: _____

Date: _____



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C. Proposed DCU Registration (To be completed by Proposed Principal Supervisor)

Research Programme	DBA <input type="checkbox"/>	DMusPerf <input type="checkbox"/>	DPsych <input type="checkbox"/>	EdD <input type="checkbox"/>	PhD <input type="checkbox"/>
	MA <input type="checkbox"/>	MEng <input type="checkbox"/>	MSc <input type="checkbox"/>	LLM <input type="checkbox"/>	MPhil <input type="checkbox"/>
	MBS <input type="checkbox"/>	MEd <input type="checkbox"/>			
School					
Proposed Registration Date¹		Mode of Registration (please tick as appropriate)		Full-time <input type="checkbox"/>	Part-time <input type="checkbox"/>
Study Period on Entry (Year 2, Year 3 etc.)		Applicant will be Resident in Ireland		Yes <input type="checkbox"/>	No ² <input type="checkbox"/>
If entry to the full PhD register (rather than PhD-track) is proposed, please provide the rationale (Include, where relevant, details of any transfer/confirmation processes undertaken at the current institution):					
Supervisor(s)	Principal/ Joint Principals	Secondary Internal (where relevant)	Secondary External (where relevant)	Independent Panel Member	

D. Principal Supervisor and Head of School Agreement

Sign: _____	Print: _____	Date: _____
Principal Supervisor(s)*		
Sign: _____	Print: _____	Date: _____
Head of School/Nominee (A Nominee may be the Research Convenor or Deputy Head of School)		
Countersignature: _____	Print: _____	Date: _____
*Where the Principal Supervisor is also the Head of School, a countersignature is required (e.g. a Research Convenor or Deputy Head of School).		
Note: Insert additional signature lines if required and identify the role of that person.		

Data Protection Notice

Personal information that you submit to Registry in connection with any service provision will be treated in accordance with the Registry Data Protection Notice, which can be viewed at the following website address: <https://www.dcu.ie/registry/data-protection-notice.shtml>

FOOTNOTES

¹ If approved, the registration date will normally be used as the basis for determining minimum and maximum timescales for assessment and registration (e.g. a candidate who registers as a full-time year 2 student in January will normally be deemed to have completed 17 months of study: they will be permitted to submit PGR4 after 31 months and will reach their maximum registration period in August of Year 5).

² If candidate will be residing abroad, a PGR13 form and remote supervision agreement are also required.