



**Department of Psychosocial and Psychoanalytic Studies
Standard Milestones for PhP Refugee Care – 2019-20 Entry**

Milestones	Criteria for progress	Deliverables	Deadline
M1: Completion of the taught programme in Refugee Care, and transition onto MPhil / PhD (Year 2)	A: Assessment of the assignments for the taught modules. Passed all taught modules and achieved overall taught mark of merit or higher	<ul style="list-style-type: none"> • Submitted coursework 	By the end of Term 3 (PGT Exam Board)
	B: Choose research topic and submit PhD proposal demonstrating an original and viable research project.	Research Project Proposal, including (dependent on subject area): <ul style="list-style-type: none"> ▪ Write central research problem/questions to be answered. ▪ Methodological considerations. ▪ Feasibility Report – identifying sources, access and ethical considerations ▪ Create project plan, outlining objectives for each stage. 	Draft proposal to be submitted by the end of Term 2. Final proposal to be submitted July-August and go through the usual review process. In September (or earlier depending on submission date) DGS will confirm the acceptance of proposals and the students' admittance onto the Mphil/PhD phase of the programme If proposals are not accepted, students have the option of proceeding to MA dissertation with the chance of obtaining the MA as an exit award.
	C: Assess training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be completed. ▪ Plan Proficio courses to attend as appropriate. 	To coincide with first Supervisory Panel which will take place between July – September, depending on acceptance of the proposal.
M2: Confirmation and Progress to Year 3	A: Demonstrate original topic and significance/impact of research.	<ul style="list-style-type: none"> ▪ Updated abstract and Chapter outline of project. 	By Confirmation Board (Term 4 for full-time students)
	B: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review (where relevant) 	By Confirmation Board (Term 4 for full-time students)



	<p>C: Demonstrate the ability to produce work of the quality and quantity in order to complete within the four year maximum period.</p>	<ul style="list-style-type: none">▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills.▪ Student has completed a review of the secondary literature in the field, established a critical position in relation to it, and identified the major primary and secondary sources to be used▪ Student has begun examining primary sources and has demonstrated this in a draft chapter(s) of the thesis▪ Student has adequately formulated the topic and produced a clear outline of the thesis, together with a plan of work for the remainder of the standard period▪ In addition to formulating a research question, student has established a hypothesis in relation to the research question▪ Student has clarified the original contribution he / she is making to the field	<p>By Confirmation Board (Term 4 for full-time students)</p>
	<p>D: Review training needs and knowledge required to continue with research project and complete the thesis</p>	<ul style="list-style-type: none">▪ Training Needs Analysis to be reviewed▪ Attend Proficio courses and plan for further courses to attend, as appropriate	<p>Term 4 for full-time students</p>



	E: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> ▪ Student is expected to have completed around 50% of his/her research and at least 30% of the intended written work must be completed in draft form ▪ Report on research undertaken to date 	By end of year Supervisory Board (Term 6 for full-time students)
	F: Review significance and impact of research and articulate output.	<p>For Example:</p> <ul style="list-style-type: none"> ▪ Deliver Workshop ▪ Present research to students and staff at seminars/conferences ▪ Write journal articles 	By end of year Supervisory Board (Term 6 for full-time students)
	G: Demonstration of effective project management through the setting of research goals and prioritisation of activities	<ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work / timetable for Year 3 ▪ Produce supervisory board report written in a clear and self-reflective style 	By Supervisory Panel Term 6
	H: Subject-specific milestones	<ul style="list-style-type: none"> ▪ Student must display a clear understanding of his/her chosen methodology and where appropriate, the relation of his/her approach to refugee care related methodologies ▪ Student who have yet to present at either the Research Students Forum or Research Student Conference (or other comparable refugee for a or conferences) must contact the DGS to register his/her participation 	
M3: Progress from Year 3 (or equivalent for part-time students) to Completion Year	A: Ability to reflect on skills and knowledge development and its application to the research project	<ul style="list-style-type: none"> ▪ Training Needs Analysis reviewed 	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for part-time students)
	B: Demonstrate work of the quality and quantity expected at the end of Year 3 (or equivalent for part-time students)	<ul style="list-style-type: none"> ▪ Research completed (experimental, empirical and theoretical work, where relevant) 	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for part-time students)



		<ul style="list-style-type: none"> Student must have a draft of the entire thesis prepared in order to progress from Year 3 to a Completion year 	
	C: Demonstrate ability to complete within the maximum period.	<ul style="list-style-type: none"> Produce a realistic completion year plan. Produce supervisory board report written in a clear and self-reflective style 	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for part-time students)
	D: Subject-specific milestones	<ul style="list-style-type: none"> Student must submit to his/her supervisor a complete draft of his/her thesis before being eligible to enter into completion 	
M4: During Completion Year	A: Clear evidence of progress towards submission	<ul style="list-style-type: none"> Completed final draft of thesis for supervisor(s) to comment on 	By interim Supervisory Board prior to submission/Term 2 of completion year (Term 11/12 for full-time students; Term 20/21 for part-time students)
	B: Subject-specific milestones	<ul style="list-style-type: none"> Student is expected to complete the course 'Surviving the Viva', which is offered by the Learning and Development Unit of the University 	