



**Faculty of Social Sciences  
Department of Psychosocial and Psychoanalytic Studies  
Standard Milestones for PhP Refugee Care – 2020-21 Entry**

<b>Milestones</b>	<b>Criteria for progress</b>	<b>Deliverables</b>	<b>Deadline</b>
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"> <li>• Submitted coursework</li> </ul>	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"> <li>▪ Write central research problem/questions to be answered.</li> <li>▪ Methodological considerations.</li> <li>▪ Feasibility Report – identifying sources, access and ethical considerations</li> <li>▪ Create project plan, outlining objectives for each stage.</li> </ul>	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"> <li>▪ Training Needs Analysis to be completed.</li> <li>▪ Plan Proficio courses to attend as appropriate.</li> </ul>	To coincide with first Supervisory Panel which will take place between July – September, depending on acceptance of the proposal.
Assess whether the planned research requires completion of the new <a href="#">COVID Risk Assessment</a> for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.			
M2: Confirmation and Progress to Year 3	A: Demonstrate original topic and significance/impact of research.	<ul style="list-style-type: none"> <li>▪ Updated abstract and Chapter outline of project.</li> </ul>	By Confirmation Board (Term 4 for full-time students)



	<p>B: Demonstrate understanding of chosen topic within the context of the field.</p>	<ul style="list-style-type: none"> <li>▪ Critical Literature Review (where relevant)</li> </ul>	<p>By Confirmation Board (Term 4 for full-time students)</p>
	<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"> <li>▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills.</li> <li>▪ 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</li> <li>▪ Student has begun examining primary sources and has demonstrated this in a draft chapter(s) of the thesis</li> <li>▪ 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</li> <li>▪ In addition to formulating a research question, student has established a hypothesis in relation to the research question</li> <li>▪ Student has clarified the original contribution he / she is making to the field</li> </ul>	<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"> <li>▪ Training Needs Analysis to be reviewed</li> <li>▪ Attend Proficio courses and plan for</li> </ul>	<p>Term 4 for full-time students</p>



		further courses to attend, as appropriate	
	E: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> <li>▪ 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</li> <li>▪ Report on research undertaken to date</li> </ul>	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"> <li>▪ Deliver Workshop</li> <li>▪ Present research to students and staff at seminars/conferences</li> <li>▪ Write journal articles</li> </ul>	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"> <li>▪ Create a detailed, realistic plan of work / timetable for Year 3</li> <li>▪ Produce supervisory board report written in a clear and self-reflective style</li> </ul>	By Supervisory Panel Term 6
	H: Subject-specific milestones	<ul style="list-style-type: none"> <li>▪ 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</li> <li>▪ 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</li> </ul>	
<p>Assess whether the planned research requires completion of the new <a href="#">COVID Risk Assessment</a> for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.</p>			



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"> <li>Training Needs Analysis reviewed</li> </ul>	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"> <li>Research completed (experimental, empirical and theoretical work, where relevant)</li> <li>Student must have a draft of the entire thesis prepared in order to progress from Year 3 to a Completion year</li> </ul>	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for part-time students)
	C: Demonstrate ability to complete within the maximum period.	<ul style="list-style-type: none"> <li>Produce a realistic completion year plan.</li> <li>Produce supervisory board report written in a clear and self-reflective style</li> </ul>	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"> <li>Student must submit to his/her supervisor a complete draft of his/her thesis before being eligible to enter into completion</li> </ul>	
M4: During Completion Year	A: Clear evidence of progress towards submission	<ul style="list-style-type: none"> <li>Completed final draft of thesis for supervisor(s) to comment on</li> </ul>	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"> <li>Student is expected to complete the course 'Surviving the Viva', which is offered by the Learning and Development Unit of the University</li> </ul>	
<p>Assess whether the planned research requires completion of the new <a href="#">COVID Risk Assessment</a> for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.</p>			