

### POSTGRADUATE RESEARCH DEGREE STUDENTS

# RESEARCH TRAINING

### EXEMPTION REQUEST

Research students may request exemption from some or all of the research training requirements for their degree on the basis of prior certificated learning and/or experience.

For students registered prior to August 1st 2013 and thus subject to credit-based modular training requirements, exemptions will be approved if you can demonstrate that you have met appropriate learning outcomes equivalent to those specified in research training modules appropriate to students in your field not seeking such exemptions. For details see the following website: <http://www.keele.ac.uk/depts/aa/regulationshandbook/moduleexemptions.htm>

If you have successfully completed an MRes programme in a discipline related to that of your proposed research degree studies, or are part of a Doctoral Training Centre or Partnership, then you are likely to be exempt from all further research training requirements. However, it is still likely you will need to extend your skills through further RT as your programme progresses and further needs are identified through your PDLP.

If you seek exemption you must complete this form after discussion with your Supervisory Team and pass it to your Director of Postgraduate Research who will consider the request and make a recommendation to your RI Postgraduate Committee. The PGR administrator is responsible for recording any modular credit exemptions approved while you should record all approved exemptions and credits for prior training in your PDLP.

1 **STUDENT DETAILS**

 Student name

 Student number

 Research Institute

 Start date

 Degree for which registered

 FT/PT

2 **A. Module(s)s from which exemption is sought**

 Indicate specific modules

|  |  |  |  |
| --- | --- | --- | --- |
| **Module code** | **Module title** | **Level** | **Credits** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**OR**

**B. Total number of RT credits for which exemption is sought** **credits**

AND/OR

**C. Other Skills Development and Research Training prior to registration**

(including subject specific, transferable and employability skills, external courses, non-credit bearing courses, dissemination, networking, seminars, meetings etc)

|  |  |  |
| --- | --- | --- |
| **Dates, total hours** | **Course title or activity** | **Sessions attended, other activities or work submitted** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

3 **BASIS OF EXEMPTION**

Please summarise here the basis of the exemption sought. The summary should include the key learning or research experience contributing to the case, including marks or grades if appropriate.

You should attach a full explanation and documentary evidence to support the case. This will include certificates and transcripts of any certificated learning, course outlines, and descriptions of relevant research work already successfully completed demonstrating research competence together with any relevant references.

## A Exemption from specific modules

The case for exemption from specific modules must be on the basis of having met the learning outcomes of those modules and you should attach a copy of the relevant module specifications

|  |  |  |
| --- | --- | --- |
| **Module code** | **Summary of basis of exemption** | **Module spec attached** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## B Exemptions from total credits

|  |  |
| --- | --- |
| **Total credits** | **Summary of basis of exemption** |
|  |  |

**C. Other Skills Development and Research Training prior to registration**

|  |  |
| --- | --- |
| **Total credits or hours** | **Summary of basis of exemption** |
|  |  |

4 **APPROVALS**

## Student

I wish to apply for exemptions from research training on the basis outlined above.

Signed (student) Date

**Lead Supervisor**

Signed Date

## Research Institute

As Director of Postgraduate Research for the student’s Research Institute I have considered the case presented by the student for research training exemption

(a) I recommend that the student be exempted from the following specific modules:

|  |  |
| --- | --- |
| **Module codes** | Credits |
|  |  |
|  |  |
|  |  |
|  |  |

OR

(b) I recommend that the student be exempted from the following number of credits of RT:

 Total exempt credits:

OR

(c) I recommend that the student be credited with the following RT as part of fulfilling the requirements set out in the PGR Code of Practice section 9.7. This should be recorded as an exemption in the student’s PDLP.

Signed Date

Director of Postgraduate Research

## Decision of Postgraduate Committee

Application for exemption approved/not approved (delete as appropriate)

Signed Date

Director of Postgraduate Research

Print Name