Doctoral College
Handbook

Doctoral College

UNIVERSITY OF
BATH

Welcome

Welcome to the University of Bath and to your Doctoral College.

The University of Bath is a vibrant and diverse research-intensive environment. You are joining academics and researchers of international reputation, known for the originality and significance of their work.

I am sure you want to make the most of your time here, so I strongly encourage you to engage fully with your fellow doctoral students, staff colleagues and our research partners nationally and internationally. Our broader research community will offer you a host of opportunities for intellectual stimulation, to nurture your love of discovery and to help to equip you with the necessary skills to succeed in your chosen career path and professional life.
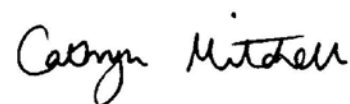
Cutting edge research brings many challenges, and these tend to be very different to those which you experienced in your undergraduate degree. You'll need to set your own goals, think and plan your research, manage your time and have confidence to explore your own ideas.

Your Doctoral College provides a single point of access to a range of professional and support services geared towards your needs, wherever you are. Whether it's advice about your doctorate, some help with managing your time, or a series of free, or a series of free workshops on thesis writing, you'll have access to all the support you need and meet plenty of other researchers too.

Taking advantage of these opportunities will require effort and initiative on your part but it is effort that will be richly rewarded both now and in the future.

Enjoy your studies.

Best wishes,

Professor Cathryn Mitchell
Academic Director, Doctoral College

Professor Jeremy Bradshaw
Pro-Vice-Chancellor (International and Doctoral)

About this Handbook

This Handbook is for all doctoral students commencing studies at The University of Bath in 2019/20.

Along with information from your department, it provides everything you need to know about getting started with your research, making progress through your studies and getting the most out of your time here.

Many of you join us at different points in the year. Some will be based on campus but others will be off-site, accessing facilities during residential visits and online. Some of you will have studied at Bath before, and others will be new to the city, or to the UK.

Whatever your circumstances, the first few months of your doctoral degree are a vital time for making contacts, familiarising yourself with what is on offer, locating important information and planning ahead.

We hope this handbook helps.

If there is anything that you cannot find, or if you have any suggestions to improve it, please do get in touch with us at

The Doctoral College
10W, Level 3
doctoralcollege@bath.ac.uk
+44 (0)1225 383463

This handbook is also available at **go.bath.ac.uk/doctoralcollege** where you can also find latest news, guidance and links to forms.

If you require this handbook in an alternative format, please contact **doctoralcollege@bath.ac.uk**

Please note that the contents of this handbook are correct at July 2019. Whilst this handbook contains information about regulations for students, it does not have regulatory status itself. A full set of Regulations for students, which takes precedence over this handbook, is available online at **go.bath.ac.uk/regulations**

go.bath.uk/doctoralcollege

Contents

go.bath.uk/doctoralcollege

Settling in

Whether you are based mainly on campus or are living further away from the University, there are some essential things to do, and familiarise yourself with, in your first few days and weeks. This information will help you to get started and to get to know our resources and facilities.

Registration
It is a requirement that you register with the University when asked to do so (Regulation 1.1). Please note that until you are registered you will not be able to use the University's facilities, such as email and the Library.

You will be issued with a unique username and password for online registration using SAMIS, the University's student records database. You will register at the start of your programme of study and then re-register at the start of every academic year until you have completed your programme.

Proof of student status letter
Once you have registered, you can use SAMIS to request a proof of student status letter.

Student Immigration Service
The Student Immigration Service can provide information and advice about immigration and visas. This includes immigration status checks, a 'Check and Send' service for Tier 4 visa applications and advice about post study visas. You can get advice via email or online or make an appointment through Student Services.

Fees
Research degree tuition fees for each academic year are payable in full, or in instalments, when you register. The fee payable will depend on whether you have home, EU or overseas fee status and on your mode of study. For example, fees arrangements may vary for students undertaking Professional Doctorate Programmes.

Tuition fees increase annually and you should budget for an increase of up to 5% each year for every further year of study. There are consequences of non-payment of tuition fees, covered by University Regulations 2.4 and 2.10. Please contact the Student Finance Office if you have any queries about how your fees have been calculated or how a change in circumstance could affect your fees.

Induction
You will be required to attend an induction session, held in your department. Full details will be sent to you by email. This will cover all the essential information you need to know, including any specific training. In addition there will be a range of other activities to help you orientate yourself and introduce you to opportunities for networking with your fellow researchers.

Finding your way around campus
There is a campus map in Appendix 3 of this Handbook.

The campus has a numbering system for buildings and rooms to help you find your way around. This is centred on the Library on the Parade. All buildings on the same side of the Parade as the Library have odd numbers, and all those on the opposite side of the Parade have even numbers.

Buildings to the east of the Library, by The SU (Students' Union) and the Sports Training Village are 'East', and those to the west of the Library, towards the Fresh supermarket and banks are 'West'.

Accessing IT and computing facilities
Using your University username and password, you will be able connect to University computers, University email, the internet, file storage and printing. You will also be able to get access to a range of free software, including Office 365 and antivirus. You can also work from any location using the UniDesk and UniApps service, which gives you access to your files as if you were on campus.

IT Support is available from the IT Service Desk on Level 2 of the Library or online.

If you require learning assistance, Computing Services can support you with your computing needs. The Assistive Technology Team is available to provide advice and support. Additional resources are available, which include the Assistive Technology room, specialist software and computer hardware, including laptops for loan.

The IT shop in the Library stocks academic software, DVDs, network cables and headsets. Prices are often lower than in high street shops.

You can also borrow technology from the Service Desk in support of your studies, for example audio recorders, video cameras and projectors.

Accessing University email
The unique username and password that you receive at Registration also enables you to access your University email account.

Your username forms your email address: username@bath.ac.uk. You can access your email by visiting mail.bath.ac.uk.

The University will often communicate with you about a range of important matters, from registration and fees to assessment and degree ceremonies. This will be done via your University email account.

In order that you do not miss out on, or as a consequence, fail to act on, important information, it is a University requirement (Regulation 1.3) that you access your University email account regularly. This applies even if you are away for a period of time, such as carrying out research.

You therefore have a responsibility to ensure that your University email account can receive incoming mail and that you read your email regularly.

Your student record on SAMIS
You must ensure that the University holds your correct, up-to-date, personal and academic details within SAMIS, the University's student records database.

SAMIS is an online portal where you can view details about your registration and the various milestones that take place during your degree, including dates and whether they have been completed. It also provides details of who your supervisors are and logs the six-monthly progress reports that you will complete in conjunction with your supervisor.

Pure
As a doctoral student you will automatically have been set up with a Pure account and personal profile page. Pure is a simple system designed to connect you with other researchers, enhance your profile and your reputation. It is also visible

externally, helping to increase the visibility of your research beyond campus to a wider audience.

Do remember to keep it up to date. If you've got any questions about Pure or are concerned about the visibility of your Profile please email the Pure team at pure@bath.ac.uk

Online learning: Moodle
Moodle is the University's Virtual Learning Environment (VLE). It provides online resources and activities, and can also support student interaction and collaboration. It is used by academic departments to support learning and teaching activities. You will need to access Moodle to undertake the online training modules on academic integrity and research integrity.

Printing, scanning and photocopying
There is a University-wide print service, whereby any printer, photocopier or scanner on campus can be securely accessed using your Library card.

You can use this service for scanning and sending scanned documents, for photocopying, and for printing to any open access printer.

Some Faculties/the School have a specific policy on paid printing allowances. Contact your Doctoral College administrator for information on the policy relevant to your department including arrangements that apply if you are undertaking teaching activities.

The Library
The Library is open 24 hours, all year round wherever you choose to study. It hosts collections, information services, resources and specialist staff. It also has a copy, print and scan service.

Alongside 360,000 printed books, and unique archive materials, there are over 26,000 electronic journals and 440,000 electronic books. There are also 90 databases for information, literature and data searching and digital versions of PhD theses and academic publications.

Subject Librarians can offer you consultation and support to help you find resources tailored to your study. They also run a wide range of information skills sessions, available through the DoctoralSkills professional development training programme.

Research Services staff can also provide you with expertise, advice and guidance in areas such as research data management, open access publishing, citations and metrics.

Doctoral facilities and dedicated spaces
We have several dedicated study areas for postgraduates on campus and in the city. On campus, there is a dedicated study and social place for all postgraduate students within the Graduate Commons (Levels 4 and 5 of 10 West). Just swipe your University Library card to gain access.

In the city, underneath The Innovation Centre is The Carpenter House Graduate Commons. This is for postgraduate group or independent study. You can also use the student study hub at the Virgil Building.

Your department/School will let you know about access to desk space and other facilities such as a computer, telephone and storage.

Registering with the Medical Centre
If you are moving to Bath, it is recommended that you register with a local GP Practice as soon as possible. If your home or term time address is within the local Bath catchment area you can register with the University Medical Centre.

Services include GP appointments, family planning and vaccinations.

Childcare
Westwood Nursery provides day care on campus for children aged between six months and five years, subject to availability.

Checklist for your first few weeks

When you first start it is likely to be very busy and there will be a lot to take in. You might find it useful to use the following checklist to help get you started and to keep track of the things you have covered.

- ☐ register online
- ☐ attend Document Checking session (with your original qualifications and, where applicable, passport and visa)
- ☐ get your Library card
- ☐ access your University email account
- ☐ check you can access your student record in SAMIS
- ☐ if you have been awarded a studentship, take your bank details to the Student Finance Office in Wessex House
- ☐ go to welcome and induction events
- ☐ make contact with your supervisors / Director of Studies
- ☐ discuss with your supervisors the time frame for approval of Candidature
- ☐ meet with your supervisor to complete the Canditure form
- ☐ find out how to access the Library facilities and who your Subject Librarian is
- ☐ sign maintenance/bursary agreement (where applicable)
- ☐ find out about social activities, clubs and societies
- ☐ familiarise yourself with The University Regulations
- ☐ familiarise yourself with the Quality Assurance Code of Practice
- ☐ meet your Programme Administrator
- ☐ get out of hours access to office, labs and shower rooms as required
- ☐ check that printer credits have been added to your library card
- ☐ if you have a project code for expenses, collect this from the Faculty Finance Office or School Doctoral Programmes Administrator
- ☐ complete Academic Integrity test on Moodle
- ☐ complete Researcher Integrity test on Moodle

go.bath.uk/doctoralcollege

Your Doctoral community

As a doctoral student at the University of Bath, you are automatically a member of our Doctoral College: a diverse and growing research community.

Your doctoral network includes students from around the world, studying across a range of programmes including PhDs and integrated PhDs, MPhils and professional doctorates. About a third are studying part time, some combine research and a career, many are based on campus and others are in professional organisations.

Through the College, you can connect and network with other researchers across the University, making friends and contacts relating to your area of research. You can share information and ideas, celebrate successes and stay motivated through challenging times.

You will have opportunities to benefit from seminars and conferences, explore ideas at the forefront of your discipline, interact with academic experts and enjoy social events with other doctoral students. The University of Bath is also part of the 'GW4 Alliance' - a regional partnership of the four leading research-intensive universities in the South West and Wales.

Membership of GW4 facilitates cross-institutional collaboration around major research initiatives and provides opportunities for you to enrich your research experience and build networks beyond Bath.
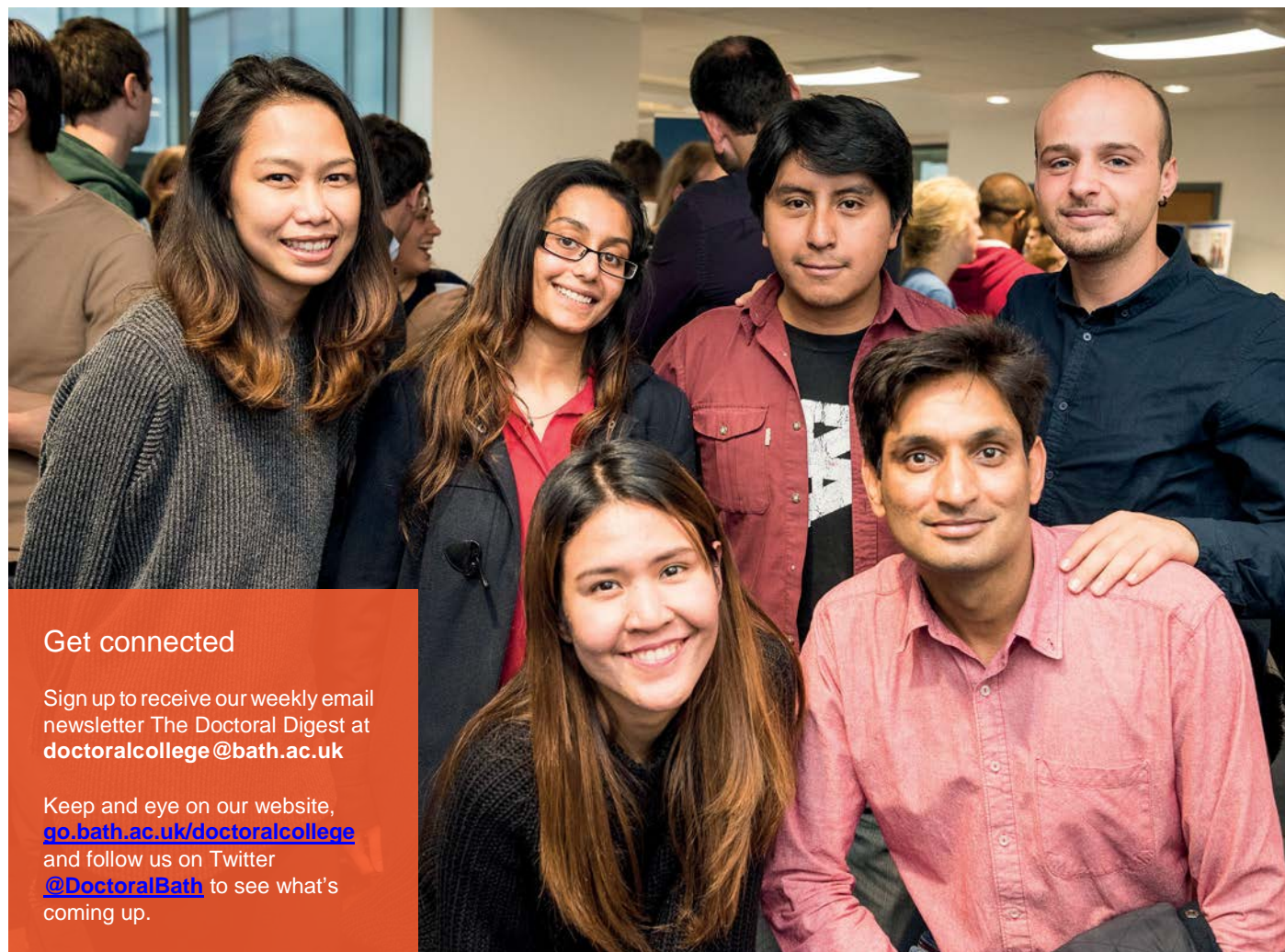
Get connected

Sign up to receive our weekly email newsletter The Doctoral Digest at **doctoralcollege@bath.ac.uk**

Keep and eye on our website, **go.bath.ac.uk/doctoralcollege** and follow us on Twitter **@DoctoralBath** to see what's coming up.

I like the mix of professional and academic staff in the group. They are all so different but equally so inspirational in their own way. It's not like the undergraduate teaching experience – it's more of a discussion when we get together and it's great that people have such diverse experiences to share.

The international mix is amazing too - it allows you to see things in a context you never knew about rather than being UK centric. I'm not aware that there's another course like it. There are people in my group from China, Taiwan, Nepal, Pakistan – I love seeing the subtle differences of how policy can impact on universities around the world. It's so special and I just don't think you'd get it anywhere else.

Emma Williams, DBA in Higher Education Management

I found it incredibly rewarding doing all the extra activities during the PhD. It was great to connect to fellow PhD students from across campus and in a variety of disciplines, and to work together to develop entertaining and interesting talks about our research. It made me a lot more confident searching for jobs and opportunities in my final year of my doctorate, because I knew that my experiences had moulded me into a research student with more than 'just a PhD'.

Jon Chouler, Phd researcher in the Department for Chemical Engineering

Doing the Doctoral Skills courses was also great way to build my skills and to meet people – really useful if you're not part of a research group. It was a really good way to meet people in other departments as well - especially those who were struggling with similar issues. It was good to realise that other people feel the same way as you.

Elizabeth Kaplunov, PhD researcher, Health Pyschology

go.bath.uk/doctoralcollege

Your Doctorate

Doctoral programme administration

The University is structured into three academic faculties, (Engineering & Design, Humanities & Social Sciences, and Science) and a School of Management. These form the core of our academic community and are responsible for fostering an interdisciplinary approach to doctoral study, providing a stimulating and supportive research environment and delivering new and exciting opportunities for our research students and staff.

Each Faculty/School has an Associate Dean (Research) who has leadership responsibilities for doctoral students and for supporting the integration of doctoral study with research strategy.

The Faculty/School Director of Doctoral Studies supports the Associate Dean (Research) in respect of day-to-day monitoring of student progress, promotion of consistent approaches across departments and supporting department Directors of Studies.

Every research programme is overseen by a Director of Studies who plays an essential role in maintaining standards of doctoral support and supervision, supporting a rich research experience for doctoral students and helping to develop new initiatives and policy on matters relevant to doctoral students and the supervisory community.

Day-to-day support during your studies will be provided principally through your supervisory team in your academic department or School. If your research crosses discipline boundaries you may have cross-departmental or cross-faculty supervisory arrangements. Supervisory teams sometimes also include an externally-based subject expert or industrialist.

Your dedicated Programme Administrator, based in the Doctoral College, is also on hand to support you for the duration of your doctorate.

Their role includes helping with any initial queries you may have, coordinating your progress and assessment arrangements, including any associated paperwork, and signposting you to support when you need it. They will also be there at the end to receive your thesis once you are ready to submit it.

Doctoral Training Entities

In addition to their academic department or School affiliation, some students will be studying in the context of a doctoral training entity such as a Centre for Doctoral Training (CDT), Doctoral Training Centre (DTC) or Doctoral Training Partnership (DTP). As such, they may have contact with an external supervisor based at a partner institution.

Duration of study

There are minimum and maximum periods of registration permitted for research degrees, set out in University Ordinance 14 and Regulation 16. These depend on your particular programme and on your mode of study such as full-time, part-time or distance learning.

The periods of registration are based on your mode of study being the same throughout, and do not include any extensions to your study that may be approved. In the event that you do change your mode of study, your new maximum end date will be calculated and confirmed to you.

You should discuss and agree with your supervisors at the start of your degree a suitable

timescale for submitting your thesis or portfolio. It is advisable to submit considerably earlier than the expiry date of your maximum period of registration, in order to allow sufficient time for the examination process, and for any necessary corrections to your work to be completed before your registration is due to expire.

If you are in receipt of a studentship, you should also note that studentships normally provide funding for a specified period of time which may be shorter than your maximum period of registration.

Agreeing Supervision arrangements

Regular review of your progress and development is extremely important to ensure that your studies, training and support are appropriately planned from the outset; that your work is completed within agreed timescales; and that any potential problems can be identified and addressed as soon as possible.

Formal monitoring of your progress and development is essential to ensure that you are making the expected progress towards your goals. To that end, there are some important key issues and milestones for you to be aware of, and to follow.

The aim of the supervisory arrangement is to ensure that you have regular access to a breadth of experience, both in your research discipline and in terms of general training and support. As a doctoral student, you are expected to actively engage with supervision in order to get the most out of the research support offered to you.

Supervisory arrangements may vary depending on your programme and circumstances. For example, some students may have an external supervisor in their supervisory team. Arrangements for the professional doctorates are set out in the specific programme regulations. On some professional doctorates a supervisory team will not be in place until approval of Candidature.

At the start of your research studies, it is important that you discuss and agree the following with your supervisors:

- a schedule of regular formal meetings
- timings, expectations and requirements relating to key academic milestones in your programme
- any formal courses of study, seminars and skills training that you will be required to undertake

You may want to refer to our checklist, found on our website, for things to cover in your first meeting with your Supervisor.

As you progress through your doctorate, your supervisors will:

- advise on planning your research and the completion dates of successive stages so that you complete your doctorate on time
- provide constructive feedback on your written work
- review the progress of your research to check whether it is of the expected standard, identifying any issues and working with you to consider ways to resolve them
- discuss things with you such as key research activities, training and development, career plans and potential publications
- undertake a critical reading of your draft thesis/portfolio and provide you with feedback, including advice on the potential submission of a final thesis or portfolio.

Academic milestones

There are many different routes towards the final goal of submitting a thesis or portfolio, depending on your discipline and programme.
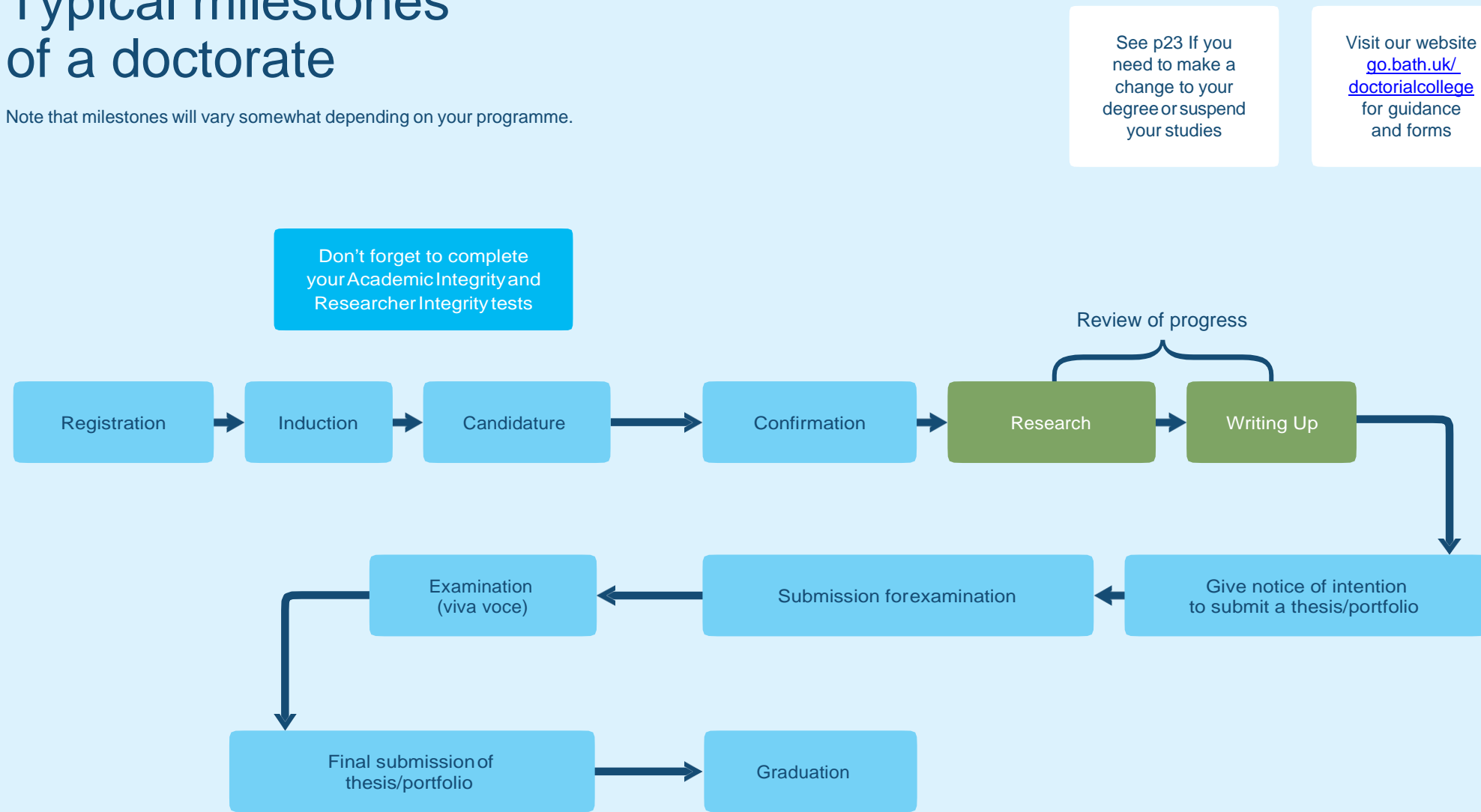
The following chart gives a broad outline of the academic milestones that you will need to go through during your degree. The specific requirements and timing of these will vary depending on the particular type of research programme you are registered on: MPhil, PhD, Professional Doctorate, or integrated PhD.

If you are studying for a Professional Doctorate for example, you will undertake a taught stage before you are eligible to begin your research.

For further details of the requirements that apply to your programme, please consult the specific information provided by your department or ask your supervisor. This is particularly applicable if you are studying for a DClinPsy, where the milestones for your studies are quite distinct.

Typical milestones of a doctorate

Note that milestones will vary somewhat depending on your programme.

See p23 If you need to make a change to your degree or suspend your studies

Visit our website go.bath.uk/ doctorialcollege for guidance and forms

Don't forget to complete your Academic Integrity and Researcher Integrity tests

Review of progress

Registration → Induction → Candidature → Confirmation → Research → Writing Up

Give notice of intention to submit a thesis/portfolio ← Submission for examination ← Examination (viva voce)

Final submission of thesis/portfolio → Graduation

Doing a Professional Doctorate?

Your milestones are a little different, as you have a taught phase in your studies. Students studying for a DBA or a DClinPsy may follow a different path to this. Check with your Programme Administrator for details.

Review of progress

Registration → Induction → Taught phase → Candidature → Research → Writing Up

Graduation ← Final submission of thesis/portfolio ← Examination (viva voce) ← Submission for examination ← Give notice of intention to submit a thesis/portfolio

go.bath.uk/doctoralcollege
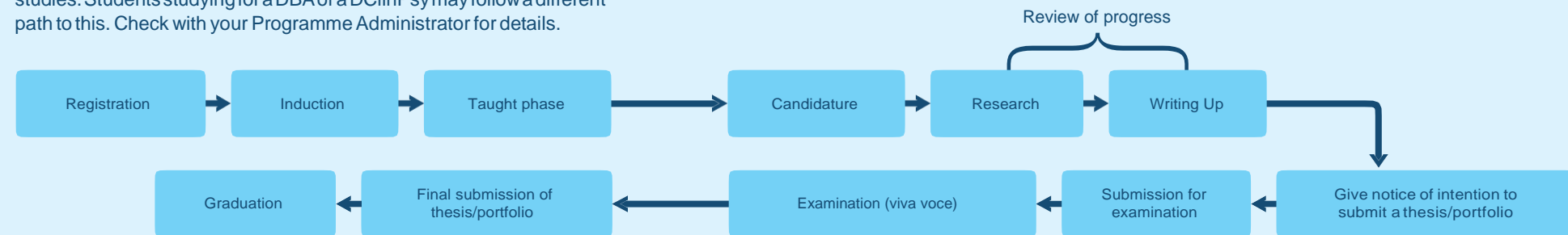
Approval of Candidature

Candidature is the period leading up to Confirmation, which is the point when your PhD registration is confirmed.

If you are undertaking a Professional Doctorate, Candidature takes place after you have successfully completed the taught stage of your studies.

The purpose of Candidature is to:

- clearly define your research topic and supervisory arrangements
- identify relevant issues, such as ethical ones, raised by your proposed research
- detail the professional development activities that you will undertake
- set out specific attendance requirements (for part-time or externally based students)
- set a date for your first attempt at Confirmation.

Candidature is usually within one month of initial registration for full-time students or three months for part-time students.

If you are undertaking a Professional Doctorate, the deadline is adjusted to start from the date you enter the research phase and is usually within three months.

You will be asked to complete a Candidature form in liaison with your supervisor. Once completed, it will be submitted for approval by the Board of Studies (Doctoral).

Integrity and ethics

In addition to completing the Candidature form, you must also:

- pass an academic integrity test
- complete a research integrity training module
- complete a data management plan
- take appropriate action in regard to any ethical issues raised by your research.

You may also be required to undertake other specific training, such as research ethics and governance.

If you are a student in the Faculty of Humanities and Social Sciences you must pass the Research Ethics & Governance test.

Confirmation of registration

Confirmation is a formal progression point of your doctorate and a key milestone for PhD students. It is one of the principal ways in which the University determines that you are progressing well with your research and that your project is appropriate. Obtaining Confirmation can be a condition of continued funding for researchers in receipt of studentships. If you are on a professional doctorate you will not be required to undertake Confirmation. Comprehensive guidance to support you in preparing for Confirmation can be found on the Doctoral College website.

At Confirmation, the Progression Board of Examiners will assess:

- your Confirmation report or other written work (such as a draft thesis chapter) produced in support of your Confirmation application
- your performance in an oral examination which may involve a presentation
- your progress to date as described in a statement from your supervisors
- your skills training record.

Confirmation normally happens 12 months after initial registration for full-time students or 18 months for part-time students, although this may be different for your particular programme. Students have a maximum of two attempts at Confirmation.

After obtaining Confirmation, you will continue to have regular supervision, skills training and development. You will also have a formal review of your progress every six months.

Research

Review of Progress

You and your lead supervisor should undertake a formal review of your progress every six months, starting six months after your initial registration (or six months after starting the research element of your degree, if your programme includes a formally assessed taught element). As part of progress review, you should re-visit your skills training and personal development needs.

Progress reports are completed for each progress review and provide a formal record. Report forms are available to complete online in SAMIS and are automatically sent to your supervisor, who is responsible for completing the first stage before

you add your own comments. Your Director of Studies reviews the progress reports, and submits them to the Board of Studies (Doctoral).

Writing up

Once you have completed the minimum period of study required for your particular degree, and you have completed the specified amount of work, you may be able to apply for transfer to 'writing up' status. You need to submit your application in writing using the PGR10 form and your eligibility must be confirmed by your lead supervisor and Director of Studies. You should also discuss with them which form of writing up would be best for you: you will need to decide whether or not you require to have continued, but minimal, supervision and access to the Library at this stage.

The route you choose will affect your Continuation and Administration fees. These will depend on the academic year. If you have queries about writing up fees you should contact the Student Finance Office.

Approval by the Board of Studies (Doctoral) is required before your fee charges are adjusted.

Continuation fee	If you require continued supervision and access to University facilities (Library and computing services) at a reduced level. If you hold a Tier 4 visa you may only request the Continuation fee option, to comply with visa attendance requirements.
Administration fee	If you no longer require supervision or access to the Library but have not yet presented your work for examination. Access to computing resources will continue.

go.bath.uk/doctoralcollege

Notice of intention to submit

This notifies to your Director of Studies and lead Supervisor that you intend to submit your thesis or portfolio. It must be done using the HD1 form through SAMIS at least two months before your intended submission and before your registration period ends. Once you have given notice of intention to submit, the internal and external examiners for your Viva Voce will be nominated. Until you have submitted your thesis and the HD1 form, you will not be eligible to be invited to upcoming graduation ceremonies.

Thesis submission

Depending on the nature of your research degree, you may be submitting a thesis or portfolio for the final examination. You will need to provide printed and electronic copies to the Doctoral College who will forward it on to the examiners - at least one internal and one external. You will also need to submit a completed HD2 form.
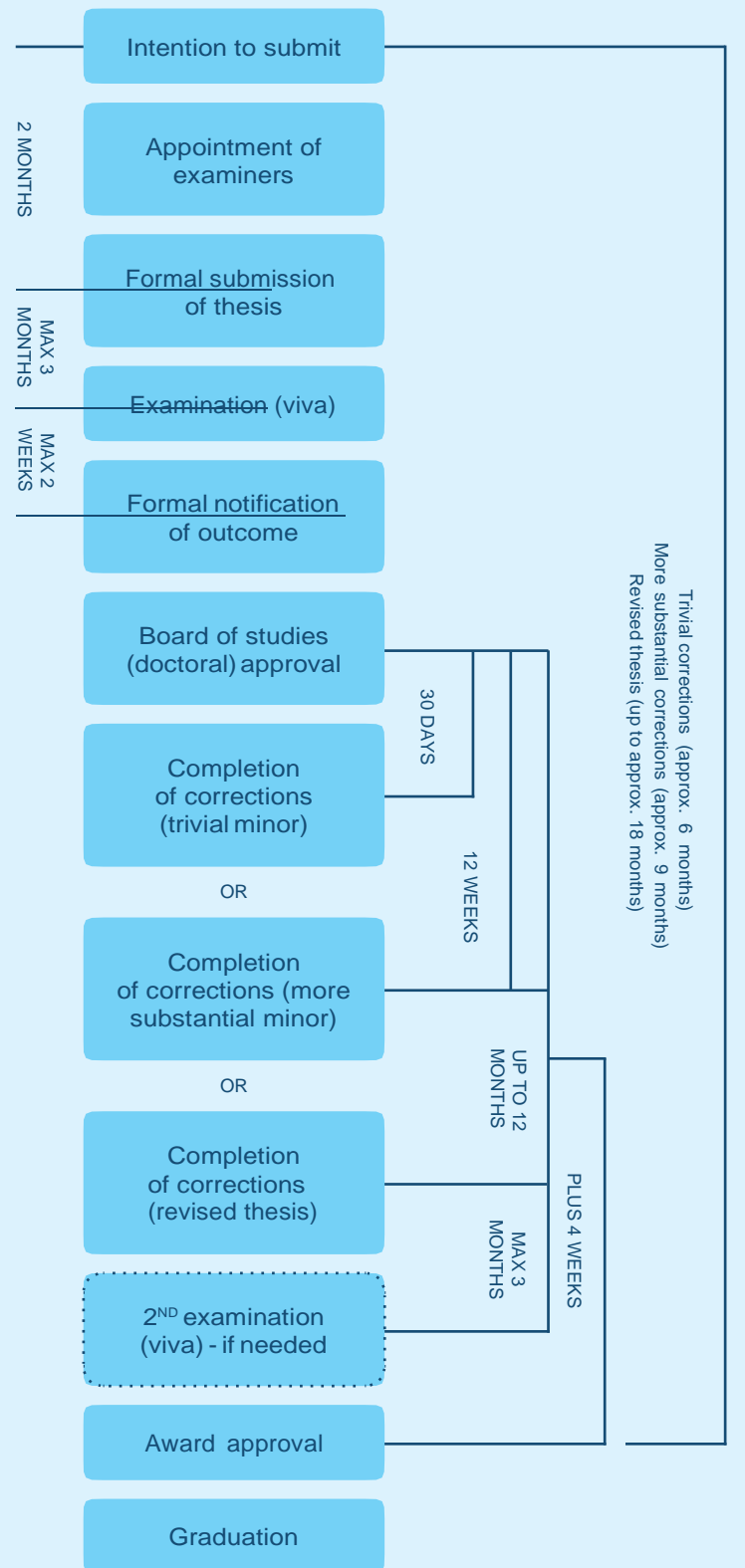
Your thesis or portfolio must be submitted in a particular format, for example, in some cases, you may be able to submit a thesis in traditional chapters or in an alternative format which integrates academic papers as a substitute for chapters. You should discuss the format at an early stage with your supervisor. You should allow plenty of time for the process and for any necessary corrections as your submission must take place before the registration date expires.

The role of Examiners

Examiners will:

- examine your suitability for the award of the degree
- monitor and report on the fairness and consistency of the examination process
- confirm that the academic standards expected of students are appropriate for the level of the degree award and comparable to those awarded by other UK universities in similar subjects
- ensure that the examination is conducted in accordance with the University's Regulations and Quality Assurance procedures.

Finishing your doctorate

Intention to submit

Appointment of examiners

Formal submission of thesis

Examination (viva)

Formal notification of outcome

Board of studies (doctoral) approval

Completion of corrections (trivial minor)

OR

Completion of corrections (more substantial minor)

OR

Completion of corrections (revised thesis)

2ND examination (viva) - if needed

Award approval

Graduation

2 MONTHS

MAX 3 MONTHS

MAX 2 WEEKS

30 DAYS

12 WEEKS

UP TO 12 MONTHS

MAX 3 MONTHS

PLUS 4 WEEKS

Trivial corrections (approx. 6 months)
More substantial corrections (approx. 9 months)
Revised thesis (up to approx. 18 months)

Examination

All doctoral students are required to undertake a final examination called the Viva Voce, or Viva. The main purpose of the Viva is to ensure that you are the author of the submitted thesis or portfolio.

It is also an opportunity for you to discuss your ideas, show that you understand the relevance of your findings to the broader field of knowledge, defend any shortcomings and demonstrate your ability to communicate your research.

Your Viva will normally take place within three months of your thesis submission and you will be given at least one week's notice of the exact date. If you need any reasonable adjustments to enable you to participate fully in the Viva, it is your responsibility to notify the University at the earliest opportunity so that appropriate arrangements can be made.

Your thesis/portfolio will be examined by at least one internal and one external examiner. Members of your supervisory team are not normally present but will be there at the end of your Viva when you are verbally informed of the examiners' recommendation.

To help you prepare, you may wish to look through Examiners' Guidelines, speak to your Director of Studies to see if you can have a practice Viva and look out for training workshops in our Doctoral Skills programmes.

Examiners report

After the Viva, the examiners complete a joint report recommending one of several outcomes. You will receive written notification of their recommendation within two weeks, along with details of any additional work required and the deadline to complete it in. Once you have submitted any corrections or revisions to the satisfaction of the examiners, they will recommend a final outcome. If the award of a degree is recommended you will need to submit the final version of your thesis/portfolio before the Board of Studies (Doctoral) meeting at which the outcome is finally approved.

Notification of intention to submit final version of thesis/portfolio
When you are ready to submit the final version of your thesis/portfolio, you must complete the HD1 task in SAMIS to notify the University of your intention.

Final submission of thesis/portfolio

You will need to submit the final version of your thesis in hardbound copy, along with a completed HD3 form. You will also need to upload an electronic copy online.

Your hardbound thesis or portfolio will be deposited in the Library.

The electronic copy will need to be made publicly available by being uploaded to the University's research information system Pure.

Access to a doctoral thesis or portfolio deposited in the Library is normally unrestricted unless, for reasons of confidentiality, a proposal has previously been approved to restrict access for a stated period of time. Some research projects may develop a need for restrictions as the work progresses, or for some sponsored research projects, access restrictions may be a pre-condition of funding.

A request for a restriction on access to a thesis or portfolio, prior to its final submission to the Library, can be made at any point during the research phase of your degree using a PGR7 form.

Graduation

The University holds its award ceremonies twice a year, in winter and summer. If you are looking to graduate at a particular ceremony, you are recommended to liaise with the Doctoral College to ensure that the outcome of your degree can be processed and approved in time for you to attend.

go.bath.uk/doctoralcollege

Rules and Regulations

University Regulations for Students

All registered students of the University are subject to the University's Regulations for Students. These form part of the formal contract between you and the University.

The regulations contain rules and other important information about being a student at the University of Bath, including regulations governing conduct and progress in studies, the payment of fees due to the University, student discipline, fitness to study and maximum periods of study. Regulation 16 refers specifically to research degrees.

The regulations may be changed from time to time, as approved by Senate. Any amendments approved during the academic year will take effect on the date specified by Senate and the online version of the regulations will be revised accordingly. You can find the full Regulations for Students on the University's website.

University Quality Assurance Code of Practice

The University's Quality Assurance Code of Practice is the key reference point for information on the University's academic principles and processes, expectations, roles and responsibilities for managing quality and standards. The Code of Practice supplements University Ordinances, Regulations and Rules.

The Code of Practice is regularly reviewed and developed and a definitive version published online each year.

QA7 (Research Degrees) is particularly relevant for postgraduate research degrees and covers key areas such as induction, supervision arrangements, progression milestones, thesis specifications, the Viva Voce examination process, and your responsibilities.

QA9 (Professional Development and Recognition for all Staff and Students who teach and support learning) is also relevant. It sets out appropriate support arrangements for research students engaging in teaching activity and how the quality of such teaching will be monitored.

It is important to become familiar with the sections of Regulation 16 that apply to you and also with QA7, so that you understand the University's requirements of you and can make use of the support that is available from your supervisory team, the Doctoral College and the broader University community.

Attendance and leave

Your supervisory team will explain to you their expectations of the time commitment required in order to make progress within your field of study. If circumstances are such that you are not able to engage regularly with your degree, then please contact your Director of Studies to discuss your situation and agree an appropriate course of action.

Leave entitlement

As a doctoral student, you are entitled to take up to 25 working days' holiday leave (for full-time students; pro rata for part-time students) from your programme in any 12-month period, in addition to days on which the University is closed (Regulation 16.1 (i)). The timing of your leave must be negotiated with your lead supervisor. If your programme includes a formally assessed taught element, you should not normally take leave during the taught element.

There is also a Maternity, Paternity and Adoption Leave Policy for Research Students (see the Support and Wellbeing section).

International student attendance: Tier 4 visa holders

Guidance and requirements on attendance for full-time international students holding a student visa allowing them to study in the UK (a 'Tier 4' visa) are available on the University website. This information includes the University's Attendance Monitoring and Engagement Policy and details of when and how to request an authorised absence.

If you are a Tier 4 visa holder, you will need to make a request for authorised absence if you are going

to be away from the University for 14 or more days, for any reason. You must also request a period of authorised absence if you will be completing fieldwork away from the University and if you are requesting a period of annual leave. This is to ensure the University holds a central up-to-date record of where you are.

Intellectual property

While you are a student of the University, you are subject to the University regulations regarding exploitable new inventions and intellectual property. The University's Intellectual Property Policy is available through the University website.

Copyright in Research Data will usually belong to the University. If you are working on an externally funded project, the funding conditions set by sponsors (such as Research Councils or industrial organisations) may also give the sponsor intellectual property rights in relation to the research results.

If you have any questions or concerns regarding these provisions please discuss them with your supervisory team in the first instance.

Data protection

The University's Data Protection Policy and associated guidelines may be accessed via the data protection website.

The Plagiarism Detection Service

When you registered with the University, you gave it permission to process your personal data for a variety of legitimate purposes. This includes allowing the University to disclose such data to third parties for purposes relating to your studies. The University, at its sole discretion, may submit the work of any student to the Plagiarism Detection Service (in accordance with Regulation 15.3e) and may make, or authorise third parties to make, copies of any such work for the purposes of:

- assessment of the work
- comparison with databases of earlier work or previously available works to confirm the work is original
- addition to databases of works used to ensure that future works submitted at this institution and others do not contain content from the work submitted.

The University will not make any more copies of your work than are necessary, and will only retain these for so long as remains necessary, for these purposes. Please note that, if at any time the University submits any of your work to the Plagiarism Detection Service, the service will be provided with, and will retain, certain personal data relating to you – for example, your name, email address, programme details and the work submitted. Such data may be transferred by the Plagiarism Detection Service to countries worldwide (some of which may not be governed by EU data legislation) in order for the work to be checked and an originality report generated in accordance with the proper workings of the Plagiarism Detection Service. Personal data is retained indefinitely by the Plagiarism Detection Service upon submission of work.

You may ask for your personal data to be removed by contacting the University's Data Protection Officer.

Health and Safety

As a doctoral student of the University, both you and the university have a responsibility to safeguard your own health and safety, and the health and safety of anyone else who may be affected by your study or research activities. Under Health and Safety law, when you are carrying out research or associated study activities as a doctoral student, you are required to follow University health and safety policy, standards or guidance. All doctoral students receive an induction when they start at the university. As part of this, departments are responsible for explaining the arrangements that they have in place to manage health and safety.

Off-Campus Activities

There may be instances where you are off-campus undertaking activities such as fieldwork, data collection or conferences. You will need to ensure that you notify your supervisor and the Doctoral College in advance of any activity, using the Off-Campus Notification Form and completing a risk assessment, where appropriate. Further information can be found in the 'Off-Campus Research Activities: guidance for doctoral students' publication, which can be found on our website.

Making a change during your degree

Sometimes, things don't go as originally planned and you may need to manage a change during your doctorate such as requesting a suspension or switching to a different mode of study. If you are considering any such changes it is important that you discuss your situation with your Director of Studies as soon as possible as some changes can have significant financial or visa implications. Please do seek professional advice early on. You may also find it helpful to talk to a Wellbeing Advisor in Student Services.

If you are an international student holding a Tier 4 visa, you should also consult the University's Student Immigration Service as soon as possible about the implications for your visa of any changes. This includes a decision to change your mode of study, to suspend, extend or withdraw from your studies or to substantially change your research.

Change of circumstance

If you change either your semester-time or your home address, please ensure that you update your details in SAMIS. If you change your name, you will need to provide valid proof of the change. Please speak to your Doctoral College administrator, or Student Services in the Roper Centre, for advice on how to do this.

Change of thesis/ portfolio title

When you complete your Candidature form, (PGR1), via SAMIS, you will be asked to give a working title for your thesis/portfolio. You should complete Form PGR11 (Change of thesis title) only if your research topic remains substantially the same but your title changes. If your research topic were to change substantially, you would need to submit a new Candidature form PGR1 and an abstract for approval. Your final thesis/ portfolio title must be confirmed at the point when approval is sought for the appointment of the Board of Examiners.

Change of supervisor

Sometimes it may be necessary or appropriate to have a change of supervisor. This might be because: the direction of your research changes and access to different expertise becomes important, or there are difficulties in establishing an effective supervisory working relationship, or because a supervisor is leaving the University or will be absent for a period.

In such circumstances, options will be discussed with you and appropriate alternative arrangements will be made. Form PGR8 (Change of Supervisor) will be completed in order for the new arrangements to be formally recorded and approved, and to ensure they are suitable to your research and development needs.

Change of mode of study

Changes of academic circumstances such as changing from full-time to part-time study must be formally approved by submission of Form PGR4.

Students will normally be permitted to seek a change from full-time to part-time study (or vice versa) once only during their registration on a particular degree, and such changes are not often permitted during the final 12 months of study. You should discuss any such potential change with your supervisor and Director of Studies, considering any relevant conditions of studentship funding where applicable.

go.bath.uk/doctoralcollege

Suspension, extension or withdrawal of registration

If at any time you are thinking of making a request to suspend or extend your studies or are considering withdrawing from your degree programme, you should discuss this with your lead supervisor and/or Director of Studies as soon as possible.

Suspension

You can apply for suspension of your registration for a period of up to 12 months in the event of exceptional circumstances such as a serious illness, injury or medical condition, or significant disruption of personal life, as a result of which you are unable to work on your research for a period of time. If an application to suspend is approved, no fees are charged during the approved period of suspension. Any application normally requires supporting evidence to be submitted, for example a medical certificate.

Requests for suspension are not normally granted if they are:

- requested retrospectively
- on the grounds of pressure of other business, if you are studying full-time
- requesting periods of suspension totalling more than 12 months during your total period of registration for the degree
- during the final 12 months of registration of the normal maximum period of study

If you are granted a period of suspension, this will mean that the earliest date for submission of the thesis and the expiry date of registration is adjusted by the length of the suspension granted. If you are on a period of suspension of registration, you should still keep an eye on your University emails. This will help us keep in contact with you and help plan for you to resume your studies. For suspension in the context of parental leave, see also the Maternity, Paternity and Adoption Leave Policy for Research Students.

Suspension to undertake short work placement or internship

Students wishing to undertake a short work placement or internship may be granted permission to suspend their studies for a short period in order to benefit from such an opportunity. Students planning a placement or internship with an external agency or company should use form

PGR16 before the commencement of the placement, and, if permission is granted, they should subsequently complete the off campus activities notification form.

Extension

An application to extend your studies would only be agreed in the event of unforeseen and unavoidable circumstances, such as difficulties in conducting fieldwork or significant data loss (see Regulation 16.1(e)).

Lack of attendance or progress, research conducted away from the University, a decision to change thesis format, or issues more appropriately addressed by suspension of registration, would not normally be considered acceptable grounds for extension.

Not being ready to submit a Confirmation report by the first attempt deadline (agreed at Candidature) cannot be addressed by the use of an extension. However, there is the facility for you to make a second attempt up to six months later, or nine months for part-time students. If you are concerned that you will not meet the deadline, you should speak with your supervisor as soon as possible.

In exceptional circumstances, full-time students can apply for an extension of up to 12 months to their maximum registration period. Such an extension can be granted once only. Part-time students can apply for an extension of up to 12 months, which can be granted on two occasions only. You should discuss any application to extend with your supervisor and Director of Studies.

If you are in receipt of funding for your studies, you are strongly recommended to seek advice from the Finance Office Studentships team and Student Money Advice in Student Services as there may be financial implications arising from any change in mode of study or a decision to suspend or extend your studies.

go.bath.uk/doctoralcollege
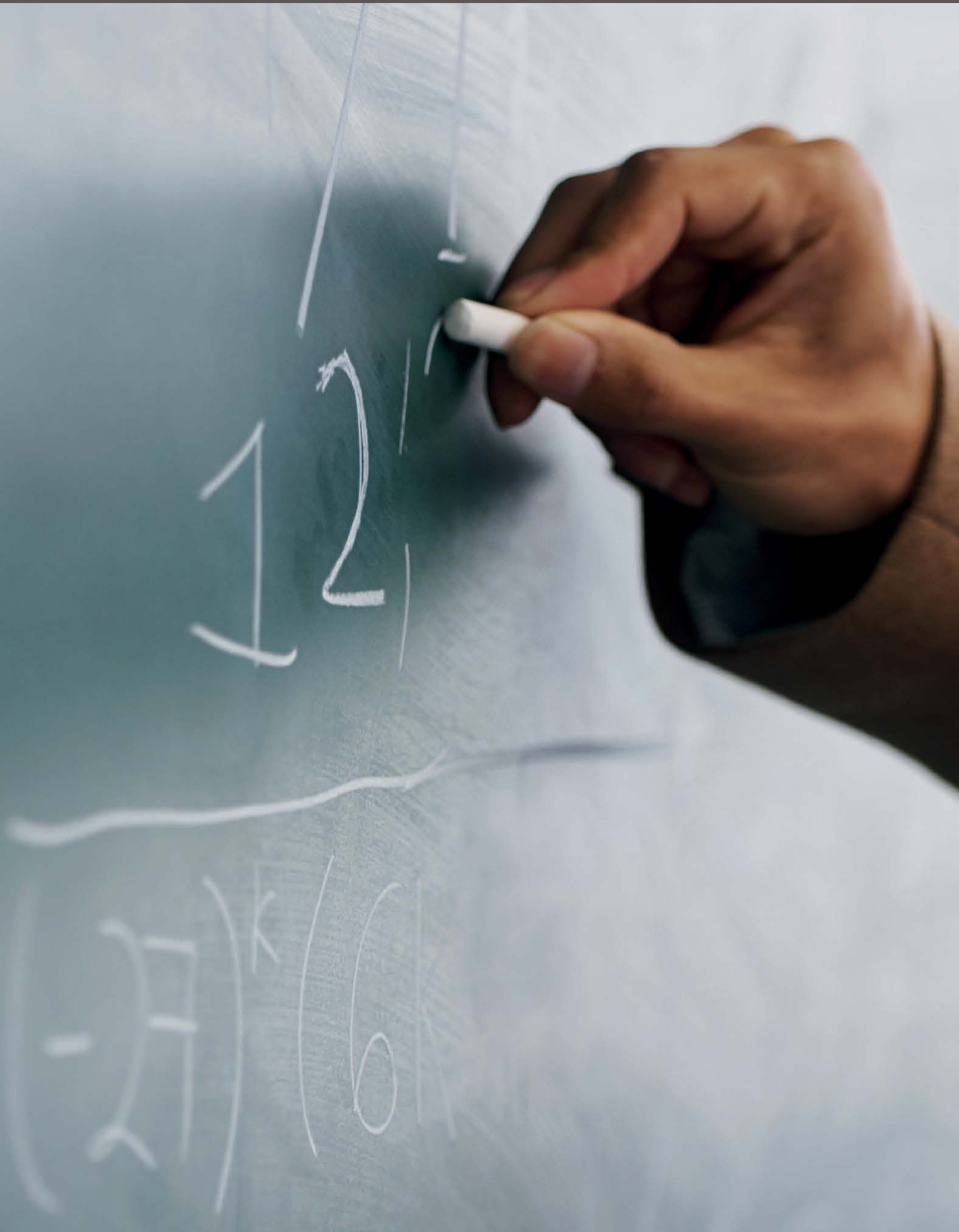
Managing academic issues during your degree

We hope that you will not encounter any problems in connection with supervision or other issues during your time at Bath, but occasionally such difficulties may arise.

These can usually be resolved by consulting with your supervision team, Director of Studies, Faculty/School Director of Doctoral Studies or staff in the Doctoral College. If you need other sources of support, the following information will help you.

Academic appeals

The University's Regulation 17 sets out the grounds, process and timescales by which you may appeal a decision of the Board of Studies about your progress or degree award. For research students, this may, for example, apply to a decision about your Confirmation or Viva Voce examinations.

Appeals can only be made on certain grounds; you cannot lodge an appeal simply on the grounds that the outcome of the examination is not what you had hoped for or expected.

Guidance about academic appeals is available online or you can seek advice in the first instance from your Director of Studies. The SU (Students' Union) Advice and Support Service also provides independent advice about academic appeals and can offer support and assistance throughout.

University Independent Advisor for Postgraduate Research Students

Where you feel it has been ineffective or that it would be inappropriate or inadvisable to talk to your Supervisor, you can seek advice from the University Independent Advisor for Postgraduate Research Students.

Discussions with the Independent Advisor are treated in strict confidence; they will only make disclosures or make contact with others in the University or outside at your request, subject to legal limitations which will be outlined in advance.

Complaints

We seek to ensure that, if you have a problem concerning the University, it is resolved as quickly as possible. There are student representatives on formal decision-making committees at departmental, faculty/School and University level. Student representatives help to anticipate problems and, when problems occur, to deal with them promptly.

As a result we can often resolve problems before they get to the stage where a formal complaint might be necessary.

If you do need to make a complaint, there are procedures in place to deal with it, outlined in the Student Complaints Procedure.

These procedures are designed to ensure that your complaint will be dealt with in good faith and that you will not be penalised for complaining. When we receive a complaint, we will first seek to deal with it through informal discussion. If this fails to resolve the issue at hand, you can raise the complaint formally.

Mediation

If you are involved in a disagreement or dispute, you can seek help from the University's Mediation Service. This service is impartial, non-judgemental, and confidential. Trained and qualified mediators assist the parties in the disagreement to work towards a mutually accepted resolution.

go.bath.uk/doctoralcollege

Representation and feedback

There are a number of ways that you are represented as a doctoral student. These allow you to share your views and ensure that your doctoral experience is the best it can be.
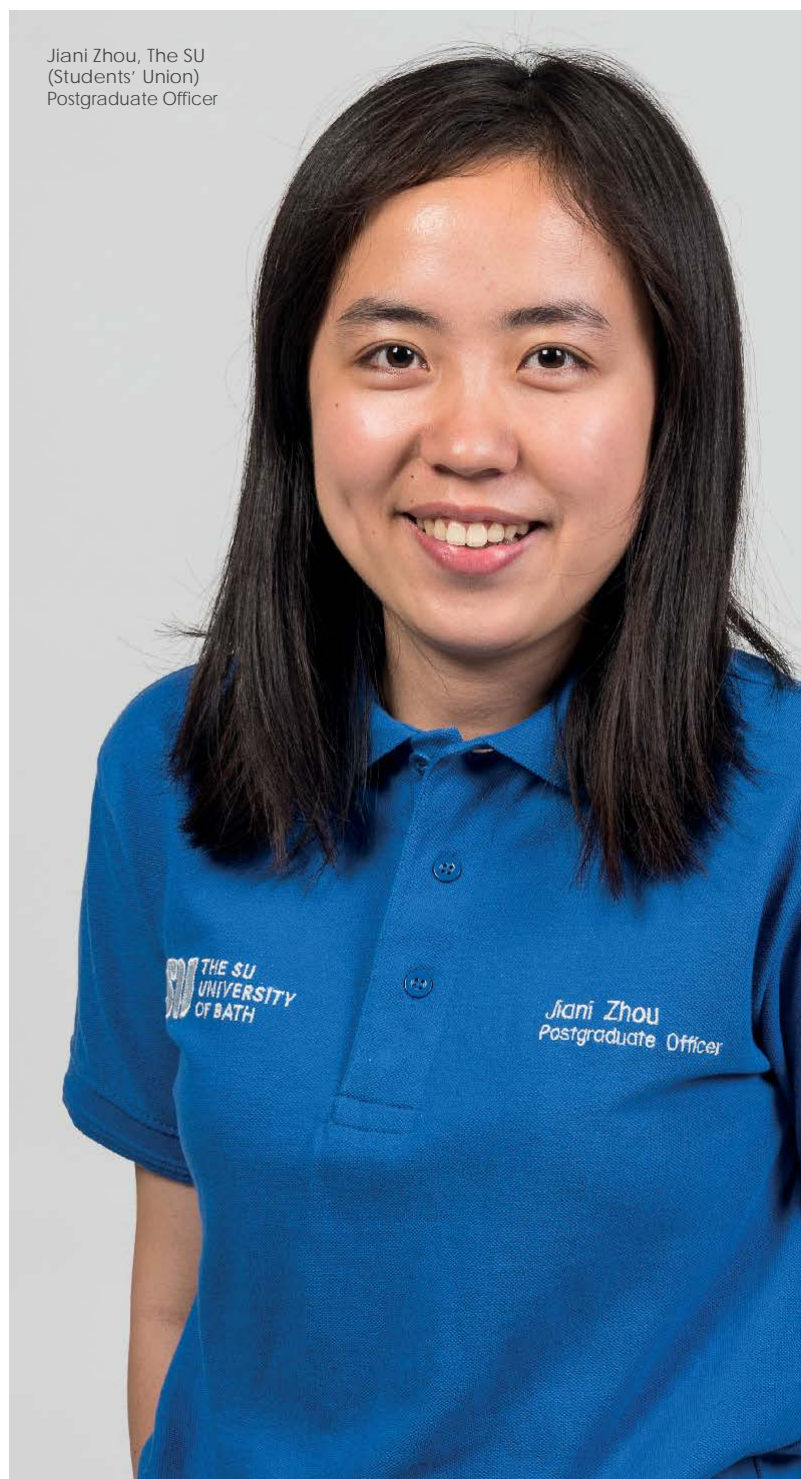
Jiani Zhou, The SU
(Students' Union)
Postgraduate Officer

How you are represented as a doctoral student

Staff and Student Liaison Committees
Staff and Student Liaison Committees (SSLCs) allow students to have their say on their programme, department and resources. They are the best way for you to input into the development of the Doctoral College and the wider University on academic issues.

Each Faculty and the School has an SSLC where all Postgraduate (PG) research programmes are represented. Some departments also have a PG or Doctoral SSLC. All SSLCs are made up of elected Academic Representatives and staff members. If you have an issue you would like raised at an SSLC, you should do this via your Academic Representative.

Academic Representatives
Academic Representatives are doctoral students elected by their peers to represent you at a programme level. They are your first point of contact should any issues arise on your programme. Their role is to gather feedback, ideas and issues and take them forward to the relevant Staff and Student Liaison Committees (SSLCs).

Faculty and School Representatives
Faculty and School representatives are doctoral students elected by their peers to represent you at a Faculty and School level. They work closely with the Academic Representatives and The SU (Students' Union) to collate issues to raise at Faculty/School Doctoral Studies Committees (F/SDSCs). They are also members of The SU

Why not consider being an Academic Rep? It's a great way to get the student voice heard, learn and practice new skills, interact with people at all levels across the University and gain a greater insight into how change happens here.

Don't forget to take the chance to have your say in the bi-annual Postgraduate Research Experience Survey or the Professional Doctorate Experience Survey. The next surveys will be early 2021.

Academic Executive Committee which meets with The SU's Education Officer and Postgraduate Officer.

The SU (Students' Union)
The SU (Students' Union) represents the interests, opinions and welfare of students to the University of Bath and other external bodies. The SU ensures that there is a strong connection between student opinion and how academic departments are run.

Within the SU, there is an elected and independent Postgraduate Officer. This is the highest level of representation for doctoral students. The Postgraduate Officer is a member of Faculty/School Doctoral Studies Committees (F/SDSCs), the Board of Studies (Doctoral) (BoSD) and the University Doctoral Studies Committee (UDSC).

The SU also has a Postgraduate Coordinator, a member of staff who works on postgraduate issues. They support the Postgraduate Officer, Postgraduate Association Executive, doctoral Academic Reps and Faculty Reps.

Postgraduate Association
The Postgraduate Association (PGA) is part of The SU (Students' Union). It represents the interests, opinions and welfare of all postgraduate students both on and off campus. The PGA runs postgraduate social events throughout the year, including some doctoral-only events, as well as supporting doctoral student-led research activities.

International Students' Association
The International Students' Association (ISA) connects cultures through socials, support and representation to improve the international student experience and ensure that students get the most their time here. All international students have automatic membership of the ISA.

UCU
UCU is the largest trade union and professional association for academics, lecturers, trainers,

researchers and academic-related staff working in further and higher education throughout the UK.

Doctoral College
The Doctoral Engagement Manager supports all aspects of your student experience, including representation, community building, wellbeing and events. They work closely with The SU (Student's Union) and academic representatives to ensure that your views are heard. They attend Doctoral Staff and Student Liaison Committees (SSLCs) to monitor issues and ensure that they are reflected in college priorities. They ensure that you are aware of latest developments in the College and, where appropriate, are involved in projects. They also use the feedback you provide through the Postgraduate Research Experience Survey (PRES) to help shape new initiatives.

The SU (Student's Union) Advice and Support Centre
The SU Advice and Support Centre provides advice on academic issues where you may need individual representation such as complaints, mitigating circumstances, appeals and disciplinary procedures including academic misconduct. The Centre also supports the student-led Diversity and Support Groups who represent their students to The SU, the University and external organisations.

The University Independent Advisor for Postgraduate Research Students
Occasionally, you may encounter problems in connection with supervision or other issues. Where these cannot be resolved at department or School level, or where you consider this route inappropriate, you should contact The University Independent Advisor.

They provide independent and confidential advice and will never disclose your details or do anything on your behalf without your permission.

Examples of issues they advise on include: conflict with supervisor(s) or financial problems; attending meetings with Supervisors of Heads of Department; acting as a supporter to help present the case at meetings; mediation and negotiation; and drafting appeals or formal documents.

If you have any ideas or suggestions on how to improve your research experience, please get in touch **doctoralengagement@bath.ac.uk**

go.bath.uk/doctoralcollege

Support and Wellbeing

Doing a research degree is a significant undertaking and can be challenging. You may go through times where things are not going as you anticipated and you may feel confused, worried, isolated, or unsure what to do next.

Planning, being prepared, connecting with other students and making the most of opportunities to discuss and reflect on your progress can all help to keep you on track and identify any issues that might arise at an early stage.

If you encounter problems or difficulties, you should normally seek advice in the first instance from your supervisors.

You can also obtain support and advice from a range of other sources including your Director of Studies, your doctoral training entity contact or the Doctoral College, where you can ask to speak to someone in confidence. There is also a range of services and support available from the University's Student Services and The SU (Students' Union).

If you are a distance-learning student or away on placement or doing fieldwork you can still access specialist services by phone and email.

Counselling and mental support

If you are feeling stressed, anxious or depressed there is help available.

The Wellbeing Service, run by Student Services, offers help and support with all welfare and wellbeing issues. If you have an academic problem such as an issue with your supervisor, or need advice on an emotional or practical issue, you can talk to a Wellbeing Adviser about anything. You can go along to one of their daily drop in sessions or contact them by phone or email.

Student Services' Counselling and Mental Health team offers counselling sessions and a number of groups and workshops specifically for postgraduate students. These, along with one-to-one sessions, are available year-round. Counsellors have a good understanding of the pressures and challenges of doctoral study and they can give you space to explore these and help you find solutions that work for you. If you have a long-term mental health condition the team can support and complement your access to NHS services, throughout your doctoral studies.

The Students' Union Advice & Support Centre can also support you with any problems you may have. Their professional advisors offer confidential, independent and non-judgmental information, advice and support.

Additionally the Student Immigration Service provides advice and support for international students including advice and help about life in the UK.

Disability Service

The Disability Service provides support for current students with disabilities and/or long-term health conditions, which can include but is not limited to: specific learning difficulties (e.g. dyslexia), long term health conditions, Autistic Spectrum Conditions, mobility or sensory impairments, and mental health conditions.

If you did not disclose a disability and/or a long-term health condition on your application form but would like further information, in confidence, about possible support that may be available, then please do get in touch. You can phone, email, or visit their Helpdesk in Student Services in 4 West.

go.bath.uk/doctoralcollege

Funding and money advice

The University can offer you practical advice on managing money, funding and sourcing additional income.

There are different funding opportunities available to you during your doctorate, such as training grants and travel bursaries. These include The University of Bath Hardship Fund (UBHF), a discretionary fund, provided to students who find themselves in financial difficulty.

If you have any questions about the funding arrangements for your doctorate, please contact the Finance Office Studentships (FOS) team. Student Money Advice, based in Student Services,

can offer advice specific to doctoral students including help with budgeting and information about funding support. They can also advise if you need a break from your studies or are considering leaving. Please contact their Helpdesk for an appointment or you can go along to one of their drop-in sessions.

Bullying, harassment and victimization

We believe that all our students and employees are entitled to be treated with dignity and respect and to be free from unlawful discrimination, victimisation, bullying, or any form of harassment. This is set out in the University's policy, Dignity and Respect for Students and Staff of the University of

Bath. This policy and procedure applies to all staff, students and third parties such as contractors to the University.

Pregnancy and parenting

The University is committed to being as flexible as possible in supporting students who become pregnant, decide to terminate pregnancy, or have a very young child. You are not under any obligation to inform the University of these circumstances, but doing so will enable us to put in place arrangements that will assist you in starting or progressing with your studies. You can seek advice, guidance and support via your supervisor, your Director of Studies and Student Services. You may also wish to look at the University's

Maternity, Paternity and Adoption Leave Policy for Research Students.

Independent advice

Occasionally, problems are encountered by doctoral students in connection with supervision or other issues. Where these problems cannot be resolved at department or School level, or where the student considers this route inappropriate or inadvisable, the University Independent Advisor for Postgraduate Research Students should be contacted. Consultations are treated in strict confidence.

The SU (Students' Union) also offers independent advice and support on all personal issues, including sexual health, housing and stress.

Wellbeing Advisers, Student Services

go.bath.uk/doctoralcollege

Supporting your professional development

Succeed in your doctorate and enhance your career prospects

In order to do your research, communicate it effectively and complete your doctorate on time, you will require a wide range of skills and knowledge.

Some of this will be acquired during the course of your day-to-day research activities, but you will also need to take steps to make sure that you identify and access any other training and development opportunities you need. This will not only help you to complete your doctorate successfully, but also allow you to enhance your career prospects and give you a competitive edge.

That's why a focus on professional development is so important. By assessing, reviewing and recording your skills from day one, right the way through your doctorate, you'll be able to easily identify your strengths, as well as areas for improvement.

You'll expand your expertise and develop an impressive set of transferable skills. You'll build a better profile and be better placed to communicate your research to others. You'll stay up to date, and have a CV that sets you apart.

Rod Edinburgh, PhD Research Programme in Health, Winner of Three Minute Thesis (3MT®) 2019

DoctoralSkills

DoctoralSkills is a programme of free professional development workshops and courses. They are designed to help you develop the essential skills you need to carry out your research, to communicate your findings and to complete your doctorate on time.

The programme is suitable for all research disciplines, although some of the workshops and courses are tailored to different areas to make them more relevant. All of the workshops and courses are delivered by a range of specialist university professionals or external trainers.

The programme is aligned with the Researcher Development Framework (RDF) in order to aid you in planning your development. All of the skills are transferable to careers outside of academia and research should you choose a different career path.

Developing transferable skills

UK Research Councils and other funders expect doctoral students to demonstrate a commitment to professional development, particularly in the area of transferable skills.

We understand that it is often difficult to monitor exactly how much time you spend on developing transferable skills, especially as many of these will be gained in the course of your day-to-day research activities. Therefore, rather than focusing on the number of days, we recommend that you think more about the process of professional development and about what you hope to achieve. This will help you to develop your skills in the right areas.

You can do this by:

- understanding the required skills necessary for you to do your research and to complete your doctorate on time
- planning and undertaking activities to develop or enhance these skills
- recording and reflecting on these activities
- evidencing these skills as part of your wider career development.

During your doctoral studies, you will have many opportunities to develop and enhance your transferable skills. To complement this we offer a professional development programme of free courses and workshops called DoctoralSkills.

Planning your professional development

The Researcher Development Framework (RDF)

Our professional development programme is aligned to the Researcher Development Framework (RDF) developed by Vitae. It is the industry standard framework for researcher development.

The RDF organises researcher professional development into four domains: knowledge and intellectual abilities; personal effectiveness; research governance; and engagement, influence and impact. You can use the RDF to learn more about the transferable skills you have and also to identify the areas where you feel you need further development.

go.bath.uk/doctoralcollege
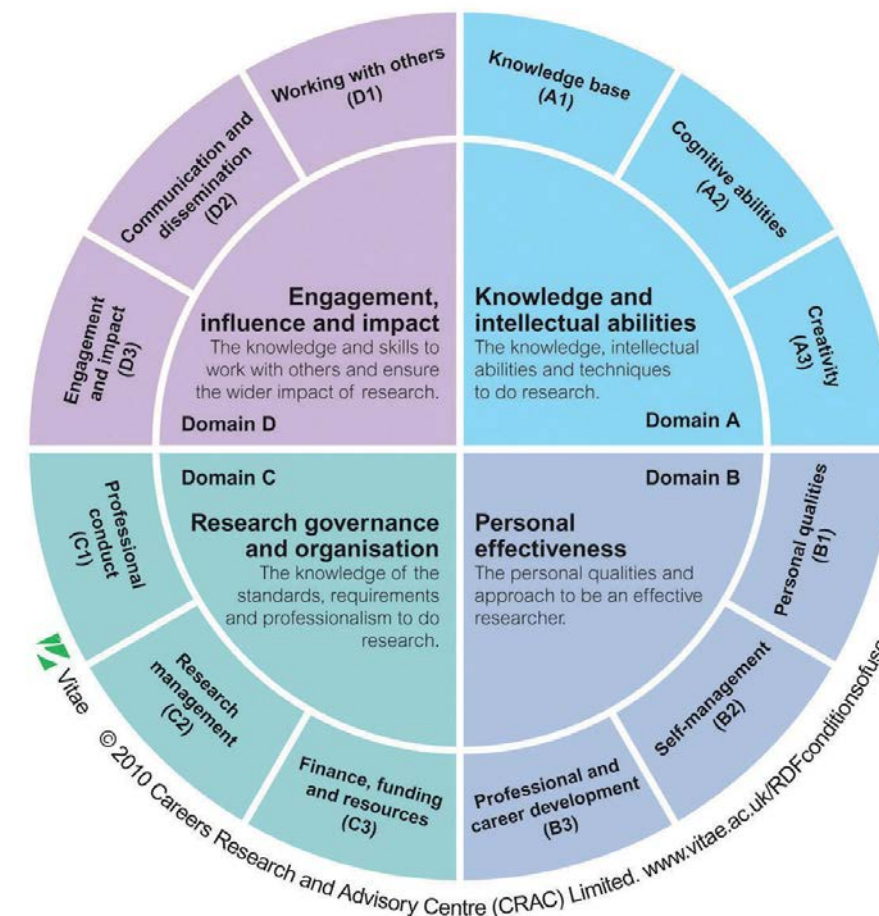
Getting started

You are responsible, with the help of your supervisor, to manage your skills development during your doctorate. If you haven't done it already, a good starting point for discussions with your supervisor is to conduct a training needs analysis using the RDF.

This will examine the skills you need in order to complete a particular task against your current abilities and can be used to develop a personal development plan.

The Doctoral College Professional Development team can also help you to assess your skills and experience, make a plan and review your progress. You may find our training handbook useful in your discussions and planning.

Reviewing your needs and your progress

It's important that you periodically review your skills development needs.

Together with your supervisor, discuss your progress to date and consider your development needs going forward. Make some time and space for this discussion and don't make it the last item on a list of things to talk about.

Ask yourself:

- *'What do I know I can do?'*
- *'What skills and abilities do I have already?'*
- *'What do I need to work on to achieve my goals for the coming year and beyond?'*

There are many ways of learning that are not always obvious. Establish what you need to learn first, then discuss with your supervisor, and others, the best way to learn this. This might be undertaking a task or activity within your research programme, drafting a research paper, presenting at a research conference or volunteering.

Recording and reflecting on your development

It's important that you keep a record of the activities or tasks you have undertaken and how they have contributed to your skills development. Remember, these don't have to be just formal training workshops or courses. Write statements to demonstrate what skills you have developed

and make sure you give examples of what you have done, why you did them and what you achieved. These statements will be invaluable for writing job applications and preparing for interviews. Use the RDF table to help you define the skills you have.

Teaching during your studies

Teaching during your doctoral studies is a great way to develop a variety of transferable skills that are highly valued by employers inside and beyond academia.

Once you have checked that teaching will not affect any conditions of your study, for example research commitments, funding or visa conditions, you will need to undertake some training before you can get started. You can find out more in our Guide to Teaching as a Doctoral Student and also read about other researchers' teaching experiences.

Other ways to develop transferable skills

As well as formal training, there are many other ways in which you can develop and evidence your transferable skills. Here are some examples:

- drafting abstracts and manuscripts for conferences and journals
- attending conferences and networking with other researchers
- collaborating with researchers from other disciplines or institutions
- giving a research talk or producing and presenting a research poster
- developing literacy and information searching skills by consulting your departmental librarian
- developing IT skills
- improving your writing and communication skills at the Academic Skills Centre
- undertaking teaching activities
- supervising project students
- getting involved with student representation and university committees
- applying for funding, for example travel funding for conferences or research visits

- exploring opportunities for commercialising your research
- taking part in the annual Three Minute Thesis Competition
- volunteering
- taking part in public engagement activities, such as Pint of Science
- using social media such as twitter to promote or facilitate your research - don't forget to add our @DoctoralBath Twitter profile and we'll help you to share
- starting a personal blog
- taking part in festivals, such as Bath Taps into Science
- learning a foreign language.

Take a look at our training handbook for more examples.

Supporting your career development

The University Careers Service can support your career planning, whatever your aspirations. Being in regular contact with hundreds of major employers and organising several major careers fairs each year, The Service is an extremely valuable source for graduate vacancies.

As well as providing guidance on how to make informed career decisions, Careers Advisers can help you with writing your CV, practising aptitude tests, and improving your interview skills. There are also extensive web resources tailored for doctoral students and career management workshops, delivered through the DoctoralSkills programme.

Doctoral students can access the full range of careers information sources and one-to-one appointments at the Virgil Building, Manvers Street. You can also access Doctoral Student Appointments on campus. For students who do not regularly come to campus, one-to-one appointments are also available via Skype and telephone.

The Careers Service is open throughout the year, including the vacations. Check the website for opening times and for the Myfuture vacancies portal.

go.bath.uk/doctoralcollege

Alex Cousen,
PhD Researcher,
Department of
Chemistry

My advice to doctoral students would be do what you are interested in and things will happen. My widening participation work took me to a school in Frome who needed a speaker which led to the TedX talk which helped me develop clarity of thought which helped me secure my lectureship!

Ionannis Costas Batlle, PhD in Education and now Lecturer in Education

The first six months after you begin your doctorate is a good time to look at professional development as you're getting your footing and there's more of a focus around that time on planning and getting started.

I sat with my supervisor and talked about my training needs and then I just looked around to see what I could find. I booked myself onto courses here and I found external ones too. I kept a note of everything I did on SAMIS, as it was really helpful to have a record to look back on. All of it has been really good experience and practice, and in so many different ways. The public engagement work in particular has helped me to feel confident - knowing how to talk to people.

Elizabeth Kaplunov, PhD researcher, Health Pyschology

Doing a PhD provides so many amazing opportunities and for me, teaching and educating people about the wonderful world of science has been one of the real pinnacles. Thanks to teaching, I can take that step back, reflect and improve. This has been key in all areas of my teaching and has been an important step in gaining recognition as an Associate Fellow of the Higher Education Authority (HEA).

Alex Cousen, PhD Researcher, Department of Chemistry

go.bath.uk/doctoralcollege

Your Doctoral Experience

Make the most of your time at Bath, and keep a healthy work/life balance, by exploring the range of activities on offer beyond your degree

Get involved with the Doctoral College
There are a number of cross disciplinary events and activities organised by the Doctoral College which you can get involved with, including our weekly networking event 'Cake in the Commons' and competitions such as 'Three Minute Thesis®'.

You can also apply for funding to develop and deliver your own initiatives to bring doctoral students together.

Develop your Skills
As well as the DoctoralSkills professional development programme, you may also wish to consider peer mentoring, teaching, outreach work and public engagement activities.

Sports and fitness
The Department of Sports Development and Recreation at the University manages and organises a range of activities under the title Team Bath. Sports facilities at Bath include the state-of-the-art Sports Training Village – home to an Olympic-sized swimming pool, gym, indoor and outdoor tennis courts, an athletics track, fitness classes and much more.

You can activate your Sports Pass on your student library card to access many facilities at the Sports Training Village at no additional cost. The Sports Pass also gives you student membership offers and priority booking opportunities. The SU also runs a recreational sports programme called Bath Active.

Clubs and societies
There are a wide range of societies open to all Bath students, including specific postgraduate groups. You may also be interested in setting up a new society yourself. To find out more visit The SU (Students' Union) website or their Activities Office on Level 3 of the Students' Union building.

Arts
The Edge is an arts and creativity hub informed by the context and research of the University of Bath. It encourages and nurtures arts and research collaborations, providing a place where artists, audiences, researchers and academics can showcase new thinking and ideas. There are opportunities to take part in arts classes and events, and to become part of the Edge Arts Community (EAC). EAC membership gives you discounts on classes and events as well as

participatory opportunities and arts/ research meet-ups exclusively for postgraduates.

Languages and culture
There are many language learning opportunities at the University, all of which you can access free of charge. You can learn a new language or develop your existing language skills by attending weekly language classes, or by learning at your own pace using comprehensive range of self-study material. You can also meet with international students to learn about different cultures through a Language Exchange Programme and attend events such as film nights or the Language Café. You may also be able to practice a language with a native speaker.

Volunteering
Volunteering is a great way to make friends, help out and give you the experience you need to gain new skills and become more employable. Find out about local volunteering opportunities in Bath, support charities by joining the University's 'V Team' or its fundraising 'RAG' group. Take a look at The SU (Students' Union) website for specific postgraduate opportunities.

The Bath Award
The Bath Award recognises the experiences, skills and strengths students have gained through participation in extra-curricular activities, volunteering, work experience, part-time work, global opportunities and more. Completing the Award will enhance your employability, increase self-awareness of your skills and enable you to articulate them effectively to future employers.

Equality
Everyone at the University of Bath has a responsibility for promoting equality and fostering good relations between all members of our community, students and staff. Our Equality & Diversity Unit provides advice to the University in order to help embed equality and diversity into our strategy, processes and practice. Activities include raising awareness, managing Athena SWAN submissions, providing training for staff, gathering statistics and coordinating initiatives such as the #NeverOk campaign.

Diversity and Support groups
The SU (Students' Union) has a number of Diversity and Support groups that provide advice, information and support to students. The groups run social events and provide a mechanism for students to share their experiences. All Diversity and Support groups are student led and supported by the Advice and Support Centre. They include: Enable, Gender Equality, LGBT+, Race Equality Group and Mature Students Group. There are also two service-providing groups: Nightline and Student Minds.

go.bath.uk/doctoralcollege

Tamsyn's Story

I came to the University of Bath in 2009 as an Undergraduate student studying Psychology. I went on to complete my Masters (MSc) in Health Psychology and now I'm in the final year of my PhD in Health Psychology.

My research focusses on stress, coping and resilience with a particular focus on young carers. I'm now in the final stages of collecting data and am beginning to write up my thesis, so it's a very busy time.

During my time at Bath, both the University and my Department have been extremely supportive of me personally and academically. As a doctoral student, you need to feel supported to make the right decisions, but also supported if you make a mistake. Knowing I've had that support behind me has encouraged me to push the boundaries and take more risks.

I believe you should never see a course as just academic. It's an opportunity to learn about yourself and shape who you are. The opportunities I've had at Bath have not only helped me to become a better presenter and communicator but they have also taught me how to justify and defend my decisions. Being responsible for my funding grants, I've even learned how to manage money on a tight budget.

My advice to new students, just starting out at Bath, would be to prioritise self-care. You're a person before you're a PhD student and you're a person ALL of the time. My PhD has helped me learn how to maintain balance throughout life. It's given me the confidence to know when I need to stop and not push myself to the limit or allow myself to burnout.

As someone who suffers from a chronic illness, realising I could get the support I needed helped me to reach my potential. If you feel like there is something holding you back, no matter how big or small, speak to Student Services and see if there is support available that can enable you to reach your potential too.

I knew what I was capable of, I just needed the scaffolding in place to get me there.

Enjoy your time here. With every best wish for your doctoral studies,

Tamsyn

go.bath.uk/doctoralcollege

Appendix 1: Useful Forms

You can access these forms either in SAMIS, the University's central database of student records or via the Doctoral College website.

Milestones	
PGR1	Candidature
PGR3	Confirmation of PhD/Transfer from MPhil to PhD
PGR10	Transfer to 'Writing Up'
Examination	
HD1	Notice of Intention to Submit Thesis
HD2	Record of Thesis Submission
HD3	Thesis Final Submission after Examination
Changes in Circumstance	
PGR4	Change of Mode of Study (*excluding writing up*)
PGR5	Suspension of Registration
PGR6	Extension of Registration
PGR7	Restriction of access to a thesis
PGR8	Change of Supervisor
PGR9	Notification of Withdrawal
PGR11	Change of Thesis title
PGR16	Application for a suspension to attend a work placement or internship

go.bath.uk/doctoralcollege

Appendix 2: Useful dates

University closure dates 2019-20

December 25th, 2019 – Christmas Day
December 26th, 2019 – Boxing Day
December 27th, 2019 – University closure
December 30th, 2019 – University closure
December 31st, 2019 – University closure
January 1st, 2019 – New Years
April 10th, 2020 – Good Friday

April 13th, 2020 – Easter Monday
April 14th, 2020 – University closure
4th May, 2020 – Bank Holiday
25th May, 2020 – Bank Holiday
31st Aug, 2020 – Bank Holiday
1st Sep, 2020 – University closure

Academic Year Chart

Those of you undertaking taught phases to your degrees will find this information helpful.
Others might find it useful to see when the university teaching periods, and holidays fall.

Week commencing	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Week designation	Timetabling week number
12 Aug 19	.	.	V/SA	V/SA	V/SA	.	.	Summer vacation	46
19 Aug 19	V/SA	V/SA	V/SA	V/SA	V/SA	.	.	Summer vacation	47
26 Aug 19			.	.	.	.	.	Summer vacation	48
2 Sep 19	.	.	.	.	.	.	.	Summer vacation	49
9 Sep 19	.	.	.	.	.	.	.	Summer vacation	50
16 Sep 19	.	.	.	.	.	Ar	Ar	Summer vacation	51
23 Sep 19	W	W	W	W	W	W	W	Welcome Week/ Summer vacation	52
30 Sep 19	S	S	S	S	S	-	-	Semester 1: Study	1
7 Oct 19	S	S	S	S	S	-	-	Semester 1: Study	2
14 Oct 19	S	S	S	S	S	-	-	Semester 1: Study	3
21 Oct 19	S	S	S	S	S	-	-	Semester 1: Study	4
28 Oct 19	S	S	S	S	S	-	-	Semester 1: Study	5
4 Nov 19	S	S	S	S	S	-	-	Semester 1: Study	6
11 Nov 19	S	S	S	S	S	-	-	Semester 1: Study	7
18 Nov 19	S	S	S	S	S	-	-	Semester 1: Study	8
25 Nov 19	S	S	S	S	S	-	-	Semester 1: Study	9
2 Dec 19	S	S	S	S	S	-	-	Semester 1: Study	10
9 Dec 19	S	S	S	S	S	:	:	Semester 1: Study	11
16 Dec 19	V	V	V	V	V	:	:	Christmas vacation	12
23 Dec 19	V	V				:	:	Christmas vacation	13
30 Dec 19				V	V	:	:	Christmas vacation	14
6 Jan 20	R	R	R	R/A	R/A	[A]	-	Revision & Assessment	15
13 Jan 20	A	A	A	A	A	[A]	-	Revision & Assessment	16
20 Jan 20	A	A	A	A	A	[A]	:	Revision & Assessment	17
27 Jan 20	ISB	ISB	ISB	ISB	ISB	:	:	Inter-semester break	18
3 Feb 20	S	S	S	S	S	-	-	Semester 2: Study	19

Week commencing	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Week designation	Timetabling week number
10 Feb 20	S	S	S	S	S	-	-	Semester 2: Study	20
17 Feb 20	S	S	S	S	S	-	-	Semester 2: Study	21
24 Feb 20	S	S	S	S	S	-	-	Semester 2: Study	22
2 Mar 20	S	S	S	S	S	-	-	Semester 2: Study	23
9 Mar 20	S	S	S	S	S	-	-	Semester 2: Study	24
16 Mar 20	S	S	S	S	S	-	-	Semester 2: Study	25
23 Mar 20	S	S	S	S	S	-	-	Semester 2: Study	26
30 Mar 20	S	S	S	S	S	:	:	Semester 2: Study	27
6 Apr 20	V	V	V	V		:	ES	Easter vacation	28
13 Apr 20			V	V	V	:	:	Easter vacation	29
20 Apr 20	S	S	S	S	S	-	-	Semester 2: Study	30
27 Apr 20	S	S	S	S	S	-	-	Semester 2: Study	31
4 May 20		R	R	R	R	[A]	-	Revision & Assessment	32
11 May 20	A	A	A	A	A	[A]	-	Revision & Assessment	33
18 May 20	A	A	A	A	A	[A]	-	Revision & Assessment	34
25 May 20		A	A	A	A	.	.	Revision & Assessment	35
1 Jun 20	.	.	.	.	.	.	.	Summer vacation	36
8 Jun 20	.	.	.	.	.	.	.	Summer vacation	37
15 Jun 20	.	.	.	.	.	.	.	Summer vacation	38
22 Jun 20	.	.	.	.	.	.	.	Summer vacation	39
29 Jun 20	.	.	.	.	.	.	.	Summer vacation	40
6 Jul 20	.	.	.	.	.	.	.	Summer vacation	41
13 Jul 20	.	.	.	.	.	.	.	Summer vacation	42
20 Jul 20	.	.	.	.	.	.	.	Summer vacation	43
27 Jul 20	.	.	.	.	.	.	.	Summer vacation	44
3 Aug 20	.	.	.	.	.	.	.	Summer vacation	45
10 Aug 20	.	.	V/SA	V/SA	V/SA	.	.	Summer vacation	46
17 Aug 20	V/SA	V/SA	V/SA	V/SA	V/SA	.	.	Summer vacation	47
24 Aug 20	.	.	.	.	.	.	.	Summer vacation	48
31 Aug 20			.	.	.	.	.	Summer vacation	49

Key to academic year chart for 2019/20

S	Study days
V	Christmas/Easter vacation weekdays other than University holidays
ISB	Inter-semester break
R/A	Revision/Assessment days
[A]	Assessment days, if needed
V/SA	Supplementary assessments in vacation period
Ar	Arrival days (undergraduate and taught postgraduate new arrivals will be told when to arrive on these days)
W	Welcome activities for new students
ES	Easter Sunday
	University holidays
.	Other summer vacation weekdays and weekend days
:	Other weekend days (Christmas/Easter/Inter-semester break vacations)
-	Other weekend days (semester weeks)

Notes

This chart is an illustration of the 2019-20 academic year as agreed by Senate on 7 February 2018 and 21 November 2018.

1. Award ceremony dates are to be confirmed.

2. Bank holiday dates are shown in their normal, expected slots, but may not be definitive.

3. University holiday dates are shown in their normal configurations around bank holidays, but may not be definitive.

Appendix 3: Campus Map

For information on getting to and around campus (including parking and accessibility):
Web: **www.bath.ac.uk/collections/travel-advice**

University of Bath
Campus Map

BA2 7AY (West)
BA2 7PA (East)

Appendix 4: Glossary of Useful Terms

Athena SWAN	National charter mark to recognise advancement of gender equality in higher education
CDT	Centre for Doctoral Training
DBS	Disclosure and Barring Service
DTC	Doctoral Training Centre
DTP	Doctoral Training Partnership
F/S/UDSC	Faculty/School/University Doctoral Studies Committee
FTE	Full Time Equivalent
GTA	Graduate Teaching Assistant
GW4 Alliance	Regional partnership of Bath, Bristol, Cardiff and Exeter universities
ISA	International Students Association
LGBT+	Lesbian, Gay, Bisexual, Transgender/Transsexual plus
Moodle	Online platform for resources and activities, such as training modules (see also VLE)
#NeverOK	Campaign to combat sexual harassment
OPuS	Online Publications Store
PGA	Postgraduate Association
PGR	Postgraduate Research
PRES	Postgraduate Research Experience Survey
Pure	The University's Research Information System
QA7	Research Degrees statement in the University's Quality Assurance Code of Practice
RDF	Researcher Development Framework (developed by Vitae)
SAMIS	The University's student records database
SSLCs	Staff / Student Liaison Committees
SU	Students' Union
Tier 4	A type of visa for international students studying in the UK
Vitae	An organisation that supports the professional and career development of researchers
VLE	Virtual Learning Environment

go.bath.uk/doctoralcollege

Appendix 5: Useful Contacts

Who	Contacts
Academic Representation	thesubath.com/academicreps/structure
Academic Skills Centre	+44 (0) 1225 383024 Bath.ac.uk/asc academicskills@bath.ac.uk
Accommodation	+44 (0) 1225 383111 accommodation@bath.ac.uk Bath.ac.uk/professional-services/student-accommodation
Appeals	Go.bath.ac.uk/appeals
Bullying and harassment	Go.bath.ac.uk/dignity-respect
Careers Service	+44 (0)1225 386009 careers@bath.ac.uk go.bath.ac.uk/careers-support-research
Chaplaincy Centre	Between the Library and 1 East. +44 (0)1225 386458 chaplaincy@bath.ac.uk go.bath.ac.uk/chaplaincy
Clubs and Societies	Thesubath.com/socs
Complaints	Go.bath.ac.uk/student-complaints
Computing Services	IT Service Desk on Level 2 of the Library go.bath.ac.uk/newusers go.bath.ac.uk/computing-services
Copy and Print Service	Go.bath.ac.uk/copy-and-print
Counselling and mental health	listening@bath.ac.uk go.bath.ac.uk/student-services
Data Protection	Go.bath.ac.uk/data-protection
Disability Service	disabilityadvice@bath.ac.uk go.bath.ac.uk/disability-service
Doctoral College	For all up-to-date contact information for Doctoral College staff, including your Programme Administrator contacts, see the Doctoral College website: go.bath.ac.uk/doctoralcollege For general enquiries, please contact the Doctoral College reception, 10 West 3.50 +44 (0)1225 383463 (internal extension 3463) doctoralcollege@bath.ac.uk
Doctoral College Activities Fund	Go.bath.ac.uk/doctoral-interdisciplinary-research-experience
Doctoral College Training Fund	bath.ac.uk/corporate-information/doctoral-college-training-fund

Doctoral Engagement Manager	doctoralengagement@bath.ac.uk +44(0) 1225 3859223
DoctoralSkills	doctoralskills@bath.ac.uk go.bath.ac.uk/ds-workshops-and-courses bath.ac.uk/topics/professional-development-for-doctoral-students
Emergency	On campus emergency: +44 (0) 1225 383999 from a mobile 666 from a landline Off campus emergency: 999
Equality and Diversity	Bath.ac.uk/professional-services/equality-diversity-and-inclusion
Examiner Guidelines	Go.bath.ac.uk/research-examiner-guidelines
Fees	Go.bath.ac.uk/finance-contacts
Forms	Go.bath.ac.uk/guidance-and-forms-for-doctoral-students
Funding and money advice	studentmoneyadvice@bath.ac.uk go.bath.ac.uk/money go.bath.ac.uk/doctoral-funding-opportunities
Graduate Commons and study spaces	10 West: Go.bath.ac.uk/10-west-commons Carpenter House: go.bath.ac.uk/graduate-commons Virgil Building: go.bath.ac.uk/the-virgil-building
Guidance and Forms	Go.bath.ac.uk/guidance-and-forms-for-doctoral-students
Imaging, Design and Print Services	8 West 1.35 go.bath.ac.uk/imaging-design-print
Induction	Go.bath.ac.uk/doctoral-induction
Intellectual Property	Go.bath.ac.uk/intellectual-property-process
International Students' Association	thesubath.com/internationals
Languages	Bath.ac.uk/professional-services/foreign-languages
Library (including contacting your Subject Librarian)	go.bath.ac.uk/library
Maternity, Paternity and Adoption Leave policy	Go.bath.ac.uk/pgr-maternity-policy
Mediation Service	University Mediation Service Manager +44 (0)1225 383 098 Students' Union Advice and Community Manager +44 (0)1225 385 863 https://www.bath.ac.uk/guides/difficult-situations/
Medical Centre	Quarry House, North Road +44 (0)1225 789100 go.bath.ac.uk/medical-centre

Moodle	go.bath.ac.uk/moodle
Nightline	The phone number is on the back of your University Library card. listening@bath.nightline.ac.uk Instant Messenger: bath.nightline.ac.uk go.bath.ac.uk/nightline
Nursery	Westwood Nursery on campus +44 (0)1225 386518 nursery@bath.ac.uk go.bath.ac.uk/westwood-nursery
Ordinances	bath.ac.uk/corporate-information/ordinances
Postgraduate Association	thesubath.com/postgrads
Pregnancy and parenting	go.bath.ac.uk/student-pregnancy-parenthood go.bath.ac.uk/pgr-maternity-policy
Programme Administrators, Doctoral College	go.bath.ac.uk/doctoral-support-contacts
Pure	go.bath.ac.uk/pure
Quality Assurance Code of Practice	bath.ac.uk/quality/cop
RAG	thesubath.com/rag
Registration	go.bath.ac.uk/register
Regulations	go.bath.ac.uk/regulations
Representation	go.bath.ac.uk/doctoral-representation
Researcher Development Framework (RDF)	go.bath.ac.uk/vitae-research-dev-framework
SAMIS	go.bath.ac.uk/samis
Security On campus emergency Other emergency	+44 (0) 1225 383999 from a mobile 666 from a landline 999
Sport	go.bath.ac.uk/sports
Staff and Student Liaison Committees (SSLCs)	thesubath.com/academicreps/structure
Student Finance Office Studentships team	Wessex House 3.44 go.bath.ac.uk/student-finance Wessex House 3.44a stufin-studentships@rt.bath.ac.uk go.bath.ac.uk/studentships
Student Immigration Service	Student-immigration-advice@bath.ac.uk +44 (0)1225 383838 go.bath.ac.uk/sis-drop-in go.bath.ac.uk/visas

Student Money Advice	go.bath.ac.uk/money
Student Services	Roper Centre, 4 West +44 (0)1225 385538 studentservices@bath.ac.uk go.bath.ac.uk/student-services See also: *Counselling and mental health* *Disability Service* *Wellbeing Service* *Student Immigration Service* *Student Money Advice*
Sustainability	go.bath.ac.uk/energy
Supervisor checklist	go.bath.ac.uk/guidance-and-forms-for-doctoral-students
Support if you are off campus	go.bath.ac.uk/student-services-at-distance
Students' Union Advice and Support Service	Students' Union building, Level 3 +44 (0)1225 383838 suadvice@bath.ac.uk thesubath.com/support
SU Education Officer	thesubath.com/suofficers/education
SU Postgraduate Officer	thesubath.com/suofficers/postgraduate
Suspension of study	go.bath.ac.uk/suspending-doctoral-study
Teaching during your doctoral studies	bath.ac.uk/campaigns/teaching-during-your-doctoral-studies
The Bath Award	thesubath.com/bathaward
The Edge Arts	edgearts.org
Three Minute Thesis (3MT®)	bath.ac.uk/campaigns/explain-your-phd-in-just-three-minutes
University and College Union	ucu.org.uk +44 (0) 333 207 0719
University Independent Advisor for Postgraduate Research Students	Dr Marcelle McManus +44 (0)1225 383877 or M.McManus@bath.ac.uk
V Team	thesubath.com/vteam
Visas	go.bath.ac.uk/visas
Vitae	vitae.ac.uk
Volunteering	thesubath.com/volunteer
Wellbeing Service	+44 (0)1225 383838 go.bath.ac.uk/student-services
West Accommodation Centre	+44 (0)1225 383111

Index

go.bath.uk/doctoralcollege

@uniofbath

/uniofbath

@DoctoralBath

uniofbath

www.bath.ac.uk

UNIVERSITY OF
BATH