**Research Masters Degree**

**Application Form**

*If you have ever been registered on a course in LYIT quote your student /ID Number and the latest calendar year you attended LYIT:*

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| **ID NUMBER:** |  |  |  |  |  |  |  |  |  |  | **YEAR** |  |  |  |  |

**Section A: To be completed by Principal Supervisor and Applicant**

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| **School:** | Science |  | Business |  |
|  | Engineering |  | Tourism |  |

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| **Title of Award Sought:**  **(tick one only)** | **QQI Delegated Authority Area** | **Award** | **Tick** |
|  | Business | MBus |  |
|  | Computing | MSc |  |
|  | Science | MSc |  |

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| **Title of Proposed Research Project:** |  |

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| **Main Area of Specialisation:** |  |

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| **Proposed Duration of Research Programme:** |  | | Months *(min 24 months)* | | **Proposed Start Date (mmyy):** | |  |
|  | |  | |  | | **Proposed Finish Date (mmyy):** |  |

**Personal Details**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Surname:** |  | | | | | | | | | | | | | |  | | **First Name(s):** | | |  | |
|  |  | | | | | | | | | | | | | | | | | | | | | |
| **Home Address:** |  | | | | | | | | | | | | | | | | | | | | | |
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| **Eircode:** |  | | | | | | | | | | | | | | | | | | | | | |
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| **Email Address:** |  | | | | | | | | | | | | | | | | | | | | | |
| **Mobile Phone Number:** |  | | | | | | | | | | | | | | | | | | | | | |
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| **Country of Birth:** |  | | | | | | | | | | | | | |  | | | **Nationality:** | | |  | |
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| **Gender:** | | **Male** | | | |  | | | **Female** | | | | | **Undeclared** | | | | |
|  | | |  | | | | | | | | | | | | | | | | | | | |
| **Date of Birth: (ddmmyy)** | |  | |  |  | |  |  | |  |
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| **PPS Number** | |  | |  |  | |  |  | |  |  |  |  | | |

**Higher Education Qualifications**

*(Include details of any approved Masters qualifying examination).*

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| **Item** | **Details** | | | |
| Name and address of Institution attended |  | | | |
| Awarding Body |  | | | |
| Years of study | From (mmyy): |  | To (mmyy): |  |
| Major areas of specialisation |  | | | |
| Title of Qualification(s) |  | | | |
| NFQ Level (Level 8 or 9) |  | | | |
| Class of Award (e.g. 1st Class Hons, H21, H22 etc) |  | | | |
| Date Conferred (mmyy) |  | | | |

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| --- | --- | --- | --- | --- |
| **Item** | **Details** | | | |
| Name and address of Institution attended |  | | | |
| Awarding Body |  | | | |
| Years of study | From (mmyy): |  | To (mmyy): |  |
| Major areas of specialisation |  | | | |
| Title of Qualification(s) |  | | | |
| NFQ Level (Level 8 or 9) |  | | | |
| Class of Award (e.g. 1st Class Hons, H21, H22 etc) |  | | | |
| Date Conferred (mmyy) |  | | | |

*Note: Official Transcripts of results for relevant qualifications and* ***copies*** *of award from the Awarding Body must be ATTACHED (these are not returnable).*

If your results will not be available until after June 9th please tick here .

Official Transcripts of results should be submitted as soon as they become available

**Professional / Industrial Experience**

Please give full details in chronological order of all relevant previous relevant employment and professional experience

**Employer One (if applicable)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Employer:** |  | | | |
| **Address:** |  | | | |
|  |  | | | |
| **Position Held:** |  | | | |
| **Dates of Employment (mmyy):** | **From** |  | **To** |  |
| **Brief Description of Duties:** |  | | | |

**Employer Two (if applicable)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Employer:** |  | | | |
| **Address:** |  | | | |
|  |  | | | |
| **Position Held:** |  | | | |
| **Dates of Employment (mmyy):** | **From** |  | **To** |  |
| **Brief Description of Duties:** |  | | | |

**Other Relevant Information**

**Publications:** *(Please list details of any relevant Publications and Dissertations already completed)*

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**Membership of Professional Bodies:** *(please specify grade of membership with dates)*

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**Proposed Supervisors**

**Supervisor (No.1)**

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| --- | --- | --- | --- | --- |
| Principal Supervisor | Co Supervisor |  | Mentor Supervisor |  |

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| --- | --- | --- | --- | --- |
| **Title** |  |  | **Name(s):** |  |
| **Position:** |  | | | |
| **Organisation:** |  | | | |
|  |  | | | |
| **List of postgraduate candidates currently being supervised and Institution:** | | | | |
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| **List of postgraduate candidates previously supervised and Institution:** |
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**Supervisor (No.2)**

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| --- | --- | --- | --- | --- |
| Principal Supervisor | Co Supervisor |  | Mentor Supervisor |  |

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| --- | --- | --- | --- | --- |
| **Title** |  |  | **Name(s):** |  |
| **Position:** |  | | | |
| **Organisation:** |  | | | |
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| **List of postgraduate candidates currently being supervised and Institution:** | | | | |
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| **List of postgraduate candidates previously supervised and Institution:** |
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**Supervisor (No.3)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Principal Supervisor | Co Supervisor |  | Mentor Supervisor |  |

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| --- | --- | --- | --- | --- |
| **Title** |  |  | **Name(s):** |  |
| **Position:** |  | | | |
| **Organisation:** |  | | | |
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| **List of postgraduate candidates currently being supervised and Institution:** | | | | |
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| **List of postgraduate candidates previously supervised and Institution:** |
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**Project Description**

Please attach details of the proposed research programme that you intend to undertake. This should include:

* Research question
* Research methodologies
* Project schedule / timescale
* Research training to be undertaken
* Links to School Research Strategy
* Facilities and equipment
* Industry relevance and gap in research knowledge
* Plans to disseminate outcomes

**Additional Documentation**

The following documents must be included with the application:

1. Full CV for all supervisors
2. External Expert Report

**Notes:**

1. The candidate’s attention is drawn to the requirement that the work proposed must not be, or have been submitted in whole, or in part to any other Awarding Body.
2. It is the policy of Letterkenny Institute of Technology on postgraduate studies to require students to submit progress reports during their studies indicating the progress of work to date.
3. Letters of support may be included as appendices
4. Students enrolled on Research Masters must complete the LYIT Certificate in Research Practice

**Confidentiality & Data Protection Statement**

The information you provide on this form will be used to administer your application for a programme and, should you be successful, will form the basis of your student record.   Some data submitted, including PPSN, may be used for the purpose of statutory and other returns required by the Department of Education or Higher Education Authority and may also be released to the Department of Social Protection in connection with their Anti-Fraud checks.  Additional information or documents may be requested to process the application and verify information submitted.

By ticking the box opposite you agree that:

1. LYIT may process your personal information;
2. All information entered on this form is true, accurate and complete.

Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Principal Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section B: To be completed by the Head of School and Head of Development**

**Funding** *(Please indicate how the Research Degree will be funded)*

|  |  |  |
| --- | --- | --- |
| **Funding Source** |  | **Specify Details (included Budget code, if applicable)** |
| External Research Grant/Bursary |  |  |
| LYIT Seed Funding (Fees & Bursary) |  |  |
| LYIT Seed Funding (Fees only) |  |  |
| Self Funding (Fees only) |  |  |
| SUSI (Fees only) |  |  |

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| **Please supply details of a combination of above, if applicable:** |
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Head of School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Head of Development: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section C: To be completed by the Chair of the Postgraduate Research Advisory Board**

On behalf of PRAB, the candidate is recommended for registration on a Research Masters degree programme at LYIT

Chair of the Postgraduate Research Advisory Board: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Section D: Registrar Approval**

Registrar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return the completed application form together with supporting/required documentation to:** The Registrar’s Office, Letterkenny Institute of Technology, Port Road, Letterkenny, Co Donegal or submit by email to [registrar@lyit.ie](mailto:registrar@lyit.ie)