



CHANGE YOUR PERSPECTIVE

POSTGRADUATE RESEARCH 2021-22APPLICANT GUIDE

66 I have no reservations about my decision to study at Surrey – it is by far the best place I could have chosen.

Staff have been endlessly supportive, and I have been offered more opportunities than I ever could have anticipated. I don't think I'd be anywhere close to where I am now if it wasn't for my supervisor guiding me along the way (and answering my seemingly endless questions)!

Getting my work published has been one of the most special (and slightly surreal) moments for me. Seeing my name in print for the first time made me feel so proud and helped me realise how far I've come with my research since its very early stages.

Genevieve Arkle

Music PhD

CHOOSING SURREY

A supportive community

By joining Surrey, you'll become part of a supportive and caring community. We look out for one another and help each other become the best we can be.

Our Researcher Development
Programme provides training and
development opportunities for
postgraduate research students and
research staff across the University.
The team offer workshops, tailored
events, one-to-one coaching and
other personal and professional
development opportunities.

We also have a unique mentoring scheme that pairs offer holders with a mentor who is in the later stages of their doctoral programme at Surrey. Once you're assigned a mentor, you'll be able to communicate with them regularly through email and virtual sessions.

Nurturing your career

At Surrey, we encourage you to realise your ambitions and achieve your goals. Our extensive global connections and strong focus on employability will benefit you throughout your time at university and beyond.

We have a dedicated Doctoral College Careers and Employability team who are experienced in providing career support to postgraduate researchers and early career researchers. There are a variety of ways to access support and opportunities for career development, including individual coaching and quick query sessions, interactive workshops, employer networking events, alumni talks, mentoring, and online resources.

Life outside of your studies

While postgraduate study can be demanding, it's really important to enjoy yourself outside of your research and studies.

Surrey has over 180 sports clubs and societies that are open to students across all study levels. There is even a dedicated Postgraduate Society that works to build an active, supportive, and inclusive postgraduate community that is represented within the University and its Students' Union.

Our campus has everything you need, from Surrey Sports Park to the Ivy Arts Centre, as well as plenty of coffee shops, bars and restaurants. Guildford's town centre is just a 10-minute walk away and offers an exciting blend of cultural, historic and modern attractions. If you want to venture further afield, London is only 34 minutes away by train.





START

YOUR RESEARCH

Whether you are considering starting a doctoral programme to further your knowledge, change direction or start an academic career, you should start your research early.

Each of our researchers has joined us because they are passionate about their subject, want to discover more and have a desire to push the frontiers of knowledge in their area.

Passion, discipline and stamina

A doctoral programme requires commitment. It is crucial that you have a strong rationale and desire to pursue doctoral research. If you need funding, your determination to secure this will be driven by your passion to do research. The journey to starting your doctoral programme is quite different to how you applied to study for your undergraduate and postgraduate degrees. This guide is designed to help you with the steps to becoming a postgraduate researcher, and to give you a taste of what it would be like once you start.

Our commitment

Once you have applied, received an offer, accepted it and started your doctoral programme, your enthusiasm for learning becomes even more critical to succeeding. We are dedicated to matching your commitment to succeed in the programme.

Our Doctoral College was created to ensure we support our researchers by creating an environment and support network that gives you both the academic and professional skills to achieve.

Wherever you choose to study, we hope that this guide will help you along the way to what may be one of your biggest journeys in life.

POSTGRADUATE

RESEARCH PROGRAMMES

At Surrey, we have over 1,400 postgraduate researchers working on a variety of research projects. If you choose to study at Surrey, you won't be alone. Our supervisors are here to guide and advise you throughout your research, all of whom are experts in their academic fields.

Doctor of Philosophy (PhD)

A PhD is an advanced postgraduate degree involving independent research on an original topic. It usually lasts three years when studying full-time and six years part-time.

Engineering Doctorate (EngD)

The EngD is an alternative to the more traditional PhD and is a good choice if you're more focused on industry. It normally lasts four-and-a-half years and joins PhD-level research projects with technical courses. The EngD allows you to spend approximately 75 per cent of your time working directly with a company.





Psychology Doctorate (PsychD)

PsychD programmes are for existing practitioners and will equip you with exceptional clinical and research skills. Graduates in Clinical Psychology are in high demand in both health and social care sectors.

Doctor of Medicine (MD)

An MD is a higher degree specifically in medicine, which involves both theory and clinical practice. You can study for an MD if you have already completed your first medical degree Bachelor of Science, Bachelor of Surgery (MBBS). It usually lasts two-and-a-half to three years full-time.

THE

APPLICATION PROCESS

Seven steps to starting your doctoral programme.

1. Research your area of interest

Identify the areas you are interested in, and find the institutions that are actively involved in research and offer doctoral programmes in this area. For a list of research programmes offered at Surrey, visit:

surrey.ac.uk/pgr-programmes

2.Check you meet the academic criteria

When you find the programme that you are interested in, check the entry requirements, including English language requirements if English isn't your first language.



3. Find a supervisor

Visit the 'themes and facilities' section of the programme page to discover the different research themes that are available and explore our academic staff profiles to identify a suitable supervisor.

You can also use our research paper repository: **epubs.surrey.ac.uk** (which allows you to search by keywords, author or research area).

You will need to find a potential supervisor and be in touch with them in order to make an application.



If you are applying for a particular studentship opportunity, contact details of the relevant academic are included in the studentship advert.



4. Studentships

 $Visit \ \ find a phd.com, jobs.ac.uk \ or \ surrey.ac.uk/pgr-studentships \ to \ view \ our \ full \ list of \ current studentship opportunities.$

Each advertised studentship will provide details on how to apply. This process is different depending on the research area and type of studentship, so please refer to each individual studentship for application process information. Your studentship application is separate to your programme application.



5. Start your application

Each of our research programme pages has an 'apply' button which will start your application.

In the research interests section, include details of any discussions with supervisors, and a research proposal*.

Make sure you include scanned colour copies of any relevant documentation that you need to provide. This may include:

 Scanned copies of signed/stamped qualifications with official English translations (certificates and transcripts) to show how you meet, or expect to meet, the entry requirements

- Evidence of your English language level, if you are from a country where English isn't the first language
- A copy of your passport, if you need a visa to study here
- A personal statement (where requested)
- A research proposal (where requested).

You'll need to provide contact details for two referees.

*If you are applying for a studentship to work on a particular project, you should enter the details of the specific project that you wish to apply for rather than your own research proposal.

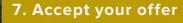
6. Wait for an offer

You can track the progress of your application through our Surrey Self-Service website (details will be sent to you on how to log in).

The time it takes for you to receive a decision can vary. Avoid unnecessary delays by making sure you complete the application in full and attach all documentation.

If you have any questions, please contact admissions@surrey.ac.uk







FEES AND FUNDING



Tuition fees

You can find information about our tuition fees on the relevant course page on our website:

surrey.ac.uk/pgr-programmes

Postgraduate research tuition fees cover the cost of registration, teaching and assessments, as well as access to the University Library and other support services. Tuition fees do not cover additional costs that may apply to some programmes, such as the cost of lab safety equipment, field trips and materials.

Funding options

If you need financial support to study for your PhD, there's a number of options available.

We post funding opportunities on our website throughout the year. You can find out about these on the course pages of our website: surrey. ac.uk/postgraduate/research

We also list opportunities on our Doctoral College website: surrey.ac.uk/dc-funding

Studentships

At Surrey, we conduct pioneering research and want to make sure we attract the best researchers to help us achieve great things. For this reason, we offer internal studentships for outstanding students. These studentships may cover your tuition fees or provide a significant discount, and provide maintenance at the current research council rates for full-time or part-time study.

We also offer studentship competitions, such as the University's Marion Redfearn Trust studentship for female postgraduate students from the UK looking to undertake research in traditionally maledominated subject areas.

Studentships become available year round. A list of our available studentships can be found at: surrey.ac.uk/pgr-studentships



Research council studentships

The seven UK research councils distribute public money to train new PhD students at UK universities. This funding is referred to as a 'Research Council studentship'. It has two components: a scholarship paid to the university up to the value of your PhD fees, and a separate bursary paid directly to you for living costs during your doctoral studies, also called a 'stipend'.

Some studentships include both components. Others are 'fees-only', with no additional living allowance.

Although the studentship is allocated by a research council, you still apply directly to the university rather than the research council

Charities and learned societies grants

Charities and trusts sometimes provide smaller grants, often for students who are disadvantaged or academically excellent. You can find out more at your local library in publications such as Educational Grants Directory, Charities Digest, Grants Register, and the Directory of Grant Making Trusts. You can also use the Family Action grant search.

Certain societies also offer funding for postdoctoral research. They include:

- ▶ British Academy (for humanities and social sciences)
- ▶ Royal Academy of Engineering (for engineering)
- ▶ Royal Society (for science).

56 The beautiful location and familiarity of the University, as well as the opportunity to study a subject I am passionate about, led me to choose Surrev.

Through frequent and helpful supervisory meetings, my supervisors have aligned their goals with what I want to get out of the PhD experience. They really go above and beyond in order to make me feel welcomed in my research programme. They are very diligent and always ready to help when I come across any obstacles in my research - it is through their support that I'm able to achieve my aims during my PhD studies.

Most of all, I have enjoyed the certain uncertainty of my work. As PhD students, we are trained to question the boundaries, to try and push them further and build on the knowledge that is already out there.

Certainly, the biggest thing that has attracted me to do a PhD and also the most enjoyable, is that you don't always know where your research is leading but there are a plethora of possibilities and many avenues to discover!

Isaiah Ting

Biosciences and Medicine PhD





Employer sponsorship

If you want to do research within your current subject area and believe that a doctorate will improve your performance at work, it is worth discussing with your employer whether they can help to subsidise or pay your fees.

For more guidance, visit:

prospects.ac.uk/postgraduatestudy/ funding-postgraduatestudy/employersponsorship

Certain departments at the University also offer commercial studentships, where a programme is embedded in industry with a sponsoring organisation.





Student loan scheme

The UK Government has introduced a Postgraduate Doctoral Loan to help with course fees and living costs while you study a postgraduate doctoral course, such as a PhD.

Whether you qualify for a doctoral loan depends on:

- your course
- your age
- your nationality or residency status.

There are non-means tested loans available for those studying research based programmes at masters level too.

You can find out more, including eligibility criteria, at: gov.uk/doctoral-loan

INTERNATIONAL

STUDENT SUPPORT

With students from over 140 different countries, we're proud to be one of the most culturally diverse universities in the UK.

Support

Leaving your home country, possibly for the first time, and moving to an unfamiliar country can be exciting and daunting.

Our International Student Support team is here to help you with any visa or immigration questions you might have. At the start of the year, they organise the International Orientation Programme to help international and EU students meet people and feel at home.

International Student Support can help you with:

- General immigration and visa advice for your student visa
- ▶ Applying for post-study work visas such as the Graduate Route or the Start-up visa
- Applying for the EU Settlement Scheme (for EU students only)
- ▶ Police registration.

To find out more, email: internationalsupport@surrey.ac.uk or visit surrey.ac.uk/international/ visas-and-immigration

We also have a pre-departure website that has all the essential information you need when getting ready to leave for the UK: surrey.ac.uk/international-pre-departure-guide

Social life and events

We offer an exciting mix of events and activities from the moment you arrive, such as our Meet and Greet (airport pick-up) service at Heathrow and Gatwick airport. There is also the International Orientation Programme which will give you the opportunity to meet other international students at Surrey and take part in trips, welcome talks and an early registration.

Throughout the year, the Students' Union organises many events to bring everyone together. One such event is One World Week, which celebrates the many different cultures we have at Surrey, through various exciting activities and exhibitions.





English language, money and housing

We have a dedicated Student Money Support team who provide information and advice on money matters. They can help with a wide range of financial matters including:

- ▶ Postgraduate research fees
- Student loans
- ▶ Bursaries and scholarships
- ▶ Budgeting and debt
- Financial difficulties or hardship.

If you are having difficulties paying your rent or struggling to access funding from your funding provider, they are here to help.

University Surrey Lettings provide housing advice for students living off campus. This includes:

- ▶ Checking tenancy agreements
- ▶ Deposits
- Mediation.

To arrange an appointment with a Student Money Support Adviser or a member of University Surrey Lettings, please contact: hive@surrey.ac.uk More information on Surrey's Pre-Sessional English courses can be found here: surrey.ac.uk/international/presessional-english-language-courses

Study modes

Most of our international students studying for a doctorate will be studying full time as a condition of their Tier 4 student visa. The nature of your doctorate will vary depending on your research area and your relationship with your supervisor. There may be some opportunities to conduct your research away from campus, but you'd need to arrange this with your supervisor.

Funding your studies

Most of our international students studying for a doctorate are self-funded or sponsored by an external agency. There are a number of funding opportunities for which international students are eligible.

To view the current funding on offer, visit: **surrey.ac.uk/dc-funding**





The Doctoral College at the University of Surrey supports the academic career, and professional development of postgraduate and early career researchers.

The Doctoral College

The Doctoral College connects academic supervisors, research support staff, postgraduate researchers and early career researchers across all of the University's faculties.

We bring together the most important support services for postgraduate and early career researchers. We're here to make sure you get excellent supervision, benefit from training and events, and can develop your employability skills.

Follow the Doctoral College on Twitter:



Supervisors

It's not compulsory to have a supervisor before applying for a doctorate, but we strongly recommend contacting any academics that you might be interested in working with before you apply. Your relationship with your supervisor is incredibly important, and you'll want to find someone that you can work with and who shares similar research interests.

Details of our academics can be found on our course pages under the themes and facilities tab:

surrey.ac.uk/pgr-programmes

For subject specific questions, please contact: admissions@surrey.ac.uk or phdstudentships@surrey.ac.uk

surrey.ac.uk/international

Researcher Development Programme

Our Researcher Development Programme (RDP) team, working in collaboration with our academic writing teaching fellows, provides training and development opportunities for postgraduate researchers, research staff and supervisors.

We provide a comprehensive programme of flexible face-to-face training workshops, coaching, mentoring and online resources, as well as supporting information.

Workshops

The RDP team offers over 60 different themed workshops, covering everything from analytical skills, research funding, and impact and engagement to research project management and writing skills.

To view the full list of workshops the team offers, please visit:

surrey.ac.uk/pgr-workshops

Mentoring

Our RDP team has a unique mentoring scheme that is open to all postgraduate researcher applicants who receive an offer from Surrey. With your offer letter, you will receive information and contact details for the RDP team who can pair you with a mentor who is in the later stages of their doctoral programme at Surrey. Once you're assigned a mentor, you'll be able to communicate with them regularly through email and virtual sessions. As a result, you'll be able to benefit from their advice and experience before you arrive and throughout the first six months of your time here.

As a researcher at the University, you will be able to access our Employer Mentoring Programme as well, pairing you with employers from a variety of employment sectors, based on your individual career plans.

One-to-one coaching and advice

Our RDP team offers one-to-one coaching in person or through virtual appointments. These sessions allow you to meet an experienced member of the team to get the advice or support you need to move your research and your professional development forward. These one-to-one appointments could cover presentation or fellowship interview practice, managing your time and/or research project, academic writing or spoken fluency support, and more.

If you're studying part time or through distance learning, you can also take one of our workshops as an individual appointment, supported by our online resources.

Research Degrees team

Our Research Degrees team at Surrey provides support to our students and supervisors, ensuring you receive consistent and accurate advice on all stages of your doctoral programme, from registration to award.

They are responsible for your initial induction to the University, managing progression milestones and the examinations process, and working with student finance and student records to answer student data and funding queries.

Careers

We have a dedicated Doctoral College Careers and Employability team that is experienced in providing career support to postgraduate and early career researchers. They will assist you with your professional development and help you identify and strengthen your employability skills. The team's strong external partnerships and relationships across the University mean you'll get excellent opportunities to collaborate, gain skills and get practical experience.

Our careers support is centred on your research journey, whether you are looking to stay in academia or develop your career outside of education. We can help you stay focused on your objectives from the beginning of your doctoral programme, and support you to reach your career goals.

Find out more about the support we offer at: surrey.ac.uk/postgraduate-workshops

POSTGRADUATE RESEARCH LIFE

The time that you spend studying for your doctoral programme at Surrey will be busy, challenging and rewarding. We understand that most of your time will be dedicated to your research, but we also appreciate how important it is for you to unwind, socialise and get to know your fellow researchers and students.

The Postgraduate Society and Students' Union

The Postgraduate Society organises events and activities for all taught and research postgraduate students at the University. It's their mission to build an active, supportive and inclusive postgraduate community that is represented within the University and the Students' Union.

To read more about our incredible Students' Union and all of the activities, events and societies on offer to you, visit:

ussu.co.uk

Bright Club

As one of 15 across the UK, our Bright Club is part of the Guildford entertainment scene and a firm favourite night out for our postgraduates. We think of it as 'the thinking person's variety night', where comedians and musicians are joined by scientists and researchers who have created comedy out of the clever and fascinating things that they do.

To date, over 30 academics and researchers have performed stand-up comedy inspired by their research.

Find out more at:

brightclub.org

y @BrightClubGLD

Bright Club Guildford





66 Studying for a PhD helps me to go deep into the field that I love, and the University of Surrey provides me the chance to reach this goal.

I am completing my PhD at the Institute for Communication Systems at the 5G Innovation Centre which provides an incredible environment for conducting research. We have access to all the required facilities, resources and system test setups and we have regular meetings with other students, research fellows, supervisors and even the Head of the Institute, Professor Rahim Tafazolli.

Above all, the Centre has a close collaboration with industrial organisations and companies which provides an invaluable opportunity to help students in securing their future job. Throughout the year, interactive meetings with industry partners are held several times, enabling students to directly present their research to the relevant people who are eager to invest in innovative ideas.

The supervisors are not only knowledgeable and have a deep understanding of the research area but are also quite supportive and helpful, so you can rely on their help whenever you need it. To me, as an international student, my supervisors are my second family and there is a strong friendship bond between us. 99

Ali Araghi

Information and Communication Systems PhD



Researcher café

Our Researcher Development
Programme team hosts a researcher
café twice a month, and we actively
encourage all our researchers to join in
for informal coffee and conversation.

Women in Research series

We are proud of our dedication to supporting women at the University. In honour of Professor Daphne Jackson, who in 1971 became the first female Professor of Physics in the UK, we have an inspiring Women in Research series.

LGBTQI+ community

As a Stonewall Diversity Champion, the University runs LGBTQI+ awareness training for all staff and high-profile events throughout the year. The LGBT+ Society, led by the Students' Union, is open to all students, and those wishing to show their support for the community on campus can join the Rainbow Allies Network.

Part-time and distance learning

Many students take on their doctorate part time or work from a distance. As a part-time or distance learning student, it's important to stay connected with other researchers.

Alongside the activities above, we offer virtual versions of our training sessions, a mentoring scheme to ensure you stay connected to your peers and the research community, and a wide range of digital resources

Development opportunities

Brilliant Club

The Doctoral College offers you the chance to work with Brilliant Club, an award-winning charity that aims to increase the number of state-school pupils progressing to university.

Doctoral College Conference

We hold an annual conference that celebrates our research community and provides a great platform for our postgraduate and early career researchers to showcase their work. You can also find out about other research projects across the University.

Institute of Directors

The Doctoral College offers opportunities to gain membership to the Institute of Directors. This could give you access to events and enable you to network with business leaders to help you build a successful career.

23 Things

Our Researcher Development Programme team manages a very successful twelve-week self-directed course for all researchers at the University. The programme exposes you to a range of digital tools that can help you in both your professional and personal development.

Three Minute Thesis

Three Minute Thesis is a research communication competition that challenges our PhD students to present their theses in just three minutes.

It's a dynamic event that supports your development to effectively explain your research to a non-specialist audience.





After I finished my MSc Research Methods in Psychology course at Surrey, I knew I wanted to do a Psychology PhD focusing on social attachments, our understanding of wellbeing and how this can be increased.

My supervisors constantly support me through my PhD and help me stay motivated and optimistic, especially when things don't go to plan. The technical staff are also incredibly helpful, showing me how to use equipment, so I can improve my techniques.

Recently, a team I'm part of — Postgraduate Interdisciplinary Equality Research (PIER) — won a grant from the Doctoral College to strengthen research culture and integrity. PIER are putting together an event that strives towards equality through collective action within the community and research. Being part of this team has been an incredible experience and I love being surrounded by people that share the same passion to make the world a better and more equal place.

For me, my PhD has been an enriching experience. I've taught undergraduates, started my teaching qualifications and, of course, recruited participants for my studies. None of this has been easy — it's taken motivation, commitment and hard work, but I wouldn't change any of it! There's never a dull moment.

Amelia Dennis

Psychology PhD



RECOMMENDED

RESOURCES



EURAXESS UK

EURAXESS UK is a British Council managed website designed to help researchers with their career development, helping connect you with opportunities in the UK and abroad.

Researchers in Motion is a unique pan-European project that offers information and support services to professional researchers. They also have a helpful toolkit to support researchers' careers.

Find out more at: euraxess.org.uk

Vitae

Vitae is a non-profit organisation that has over 45 years' experience helping develop researchers' skills and careers, and they offer useful advice about taking on a doctorate.

Find out more at: vitae.ac.uk



Research is Cool

Research is Cool is a recruitment and social networking site for researchers' in any stage of their career. Find fellow researchers that share a particular interest, search for research vacancies, get tailored career advice and see all upcoming events.

Find out more at: researchiscool.com

FindAPhD **FindAPhD**

FindAPhD.com is one of the world's largest databases of PhD projects and programmes. They also organise some of the UK's busiest postgraduate study events, which are run both online and in person. We list all of our studentships on their site, and if you sign up you can receive email alerts when we list opportunities relevant to you.

Find out more at: FindAPhD.com

E I have more than 10 years' experience working in the hospitality and tourism industry, so I knew this was the area I wanted to pursue. I chose Surrey for my PhD because I wanted to be supervised by Professor Xavier Font, a leading academic in sustainable tourism. Having worked with him during my masters, I knew how supportive he was.

My PhD involves close collaboration with the industry to bring real change in terms of saving water, energy and carbon emissions, by fostering pro-environmental behaviour among consumers.

The School of Hospitality and Tourism Management attracts not only the best academics, but also the best colleagues. They are all very approachable - we have an inspiring working environment that supports us to reach our potential. The multiculturality that the University offers is absolutely great - it's a very welcoming place and I've made friendships here that I know will last forever.

After living several years in London, I appreciate the quietness of Guildford and the Surrey Hills. Outside of my PhD, you can find me at the Library or one of Surrey's many coffee houses, or of course at the Surrey Sports Park, the most amazing place to exercise and disconnect from the routine.

Pablo Pereira-Doel Hospitality and Tourism PhD



66 I chose to study for a PhD as it would provide me the mental challenge that I needed before I settled on a career path, while still providing me with experience in a field that I am extremely interested in.

After completing my undergraduate degree at Surrey, I was interested in continuing my PhD at the University due to it being one of 19 Academic Centres of Excellence in Cyber Security Research recognised by the UK Government's National Cyber Security Centre.

My supervisor has been extremely supportive. We have frequent meetings to check on my progress and discuss my work and she also provides me with invitations to conferences that may be of interest. I have every opportunity to present my work, pursue leads that I've found myself and I've already had the chance to visit two PhD schools so far, one in Italy and one in Newcastle. I'm also currently working with an external company in relation to my PhD.

My biggest discovery so far is just how much work a PhD is, I'm now towards the end of the first year and finally seeing some results which is incredibly rewarding!

Ksenia Budykho

Computer Science PhD





JOURNEY

We hope that this guide has given you an insight into life as a postgraduate research student. We appreciate that beginning your doctoral programme can feel like a long journey, and we're here to support you every step of the way.

Remember, some of the most eminent researchers started this same journey, and all will have questioned themselves at times – but this is what a great researcher should always do!

Find out more

Live online webinars

Our webinars are a great opportunity for you to hear directly from our academic staff and doctoral researchers.

It's your chance to ask questions live and learn more about postgraduate research at Surrey.

surrey.ac.uk/phd-webinars

Postgraduate events

Our events are a great opportunity to engage with staff and students.

surrey.ac.uk/postgraduateopen-events







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For information on how we're managing Covid-19 safety and student support visit: surrey.ac.uk/coronavirus



Disclaimer

We've made all reasonable efforts to ensure that the information in this publication was correct at the time of going to print in September 2020, but we can't accept any liability for any inaccuracies in the information published, and the information might change from time to time without notice.

For the latest and most up-to-date information, please visit our website at:

surrey.ac.uk

