

Best Practice on PhD Students Studying Remotely:

While PhD students at UCC will normally be based at a reasonable distance from the university and will not experience difficulty attending campus or accessing facilities, it may arise that an academic unit agrees to register a PhD student who is based at a more remote location (whether abroad or elsewhere in Ireland). The decision to do so is primarily a matter for academic units. When registering a student who proposes to study remotely, the following points should be considered:

1. The academic unit should make clear to the student that a certain level of physical attendance will be required (e.g. induction, progress reviews, the *viva voce* examination, and periodic visits for supervision or other research related activities). The requirement to complete a minimum of 15 credits should also be explained, and information given on the various modules available at UCC.
2. The student should be required to include with their application documentation a personal statement setting out their reasons for studying remotely rather than basing themselves at UCC, and outlining the steps that they will implement to comply with UCC requirements regarding physical attendance for specified occasions, module completion and correspondence with supervisors.
3. Immediately after registering, the student and supervisors should jointly complete the Research Student Learning Plan. Copies should be retained by the supervisors and the student for reference.
4. Progress reviews should pay particular attention to how well the remote study arrangement is working. If necessary, progression should be made conditional on the implementation of remedial measures.

Approved: Academic Council Graduate Studies Committee 29-08-18