

IMPERIAL

Policy for Admission with Advanced Standing for Doctoral Students

- 1) The university has made provision for doctoral applicants, in appropriate circumstances, to register with advanced standing where approval is gained to:
 - a) Transfer their research degree registration from another university or institution to Imperial College London.
 - b) Recognise prior experiential learning (herein RPEL) undertaken as an employee, Research Assistant or Clinical Research Fellow of Imperial College London, or staff of Imperial College Healthcare NHS Trust. Prior experiential learning should normally have taken place within five years of the proposed date of entry into the programme.
- 2) Applicants accepted under the above arrangements will register with a reduced period of registration but will be required to follow a programme of study of not less than 12 months (full-time) or 24 months (part-time). Admission with advanced standing will be subject to the approval of the relevant departmental Director of Postgraduate Study and one of the Deputy Directors of the Early Career Researcher Institute (ECRI), who will consider each application on its individual merits on behalf of the Postgraduate Research Quality Committee (PRQC).
- 3) Departments seeking approval for admissions with advanced standing for a doctoral student must complete the following steps prior to making the applicant a formal offer with admissions:
 - a) The department must complete the 'Admission with Advanced Standing for Doctoral Students' form available [here](#) and send this with appropriate documentary evidence to the departmental Director of Postgraduate Studies (or nominee) for review and approval. If approved, the form must be signed and then sent to the relevant [admissions team](#).
 - b) The admissions team will check the completed form and send this to one of the Deputy Directors of ECRI for review and final approval. The outcome may be that the case is rejected, that more information is required, the case is approved as sought, or approved with modifications/adjustments. The decision of the Deputy Director of ECRI will be final.
 - c) The Deputy Director of ECRI will confirm the outcome by completing the form and returning this to the relevant admissions team.
 - d) The admissions team will confirm the final decision to the department and where approved, the department may then submit the formal offer to their admissions team. When processing the offer, the department will need to confirm the period of exemption sought in the number of days as part of the

offer conditions.

- 4) The date of entry to the programme of study will not be backdated and the above proceedings, along with the fulfilment of any offer conditions, will need to be completed prior to the applicant being able to register on their programme of study.
- 5) The following factors will be considered when reviewing cases for admissions with advanced standing:
 - a) The rationale for the proposed reduction to the period of registration
 - b) The rationale for recognising exemption and the support in place from the department
 - c) The rationale for transferring registration, where applicable
 - d) The applicant's Research Plan and the arrangements for the Early-Stage Assessment (ESA) and/or Late-Stage Review (LSR)
 - e) Details of professional skills and other training courses completed with ECRI or equivalent provision at another institution.
 - f) Evidence of appropriate research progress and supervision.
 - g) Other documentation evidencing engagement in doctoral studies for the period of exemption sought. This may include, but not be limited to, research presentations, publications, department progress reports, or meeting abstracts.
- 6) Doctoral students seeking admissions with advanced standing onto a research programme must submit the usual application form and associated documentation to Admissions and comply with all other admission requirements.

Approved by QAEC **June 2022**

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