

Research Degree Students: Transfer of Registration for Admission

1. The College has made provision for students, in appropriate circumstances, to transfer their research degree registration from another university to Imperial; students accepted under these arrangements would be required to follow a course of study at one of Imperial College's campuses of not less than 12 months full-time (or 24 months part-time).
2. Applications, for transfer of registration will be referred to the Deputy Directors of the Graduate School (or nominees) who will consider each application on its individual merits on behalf of the Postgraduate Research Quality Committee (PRQC).
3. The following factors will be taken into account in deciding whether to approve the applications:
 - a) The suitability of the initial qualifications
 - b) The acceptability of the research topic
 - c) Whether the College has suitable facilities and is able to appoint an appropriate supervisor
 - d) Acceptable reasons to transfer
 - e) References from the other institution
 - f) Discussion with the candidate at the College
 - g) Production of a synopsis and/or giving a paper
 - h) Arrangements for the Early Stage Assessment or Late Stage Review
 - i) Details of professional skills and other training courses followed at the institution where the candidate has been researching.
4. The Deputy Directors of the Graduate School will determine how much, if any, exemption can be granted from the professional skills training requirement required of Imperial research students.
5. Most transfer of registration cases involve a supervisor taking up an appointment at Imperial College and bringing with them students already registered elsewhere under their supervision. In such cases the College requires a clear statement of the particular student's research progress from the supervisor. However, in cases where a student is transferring from a supervisor at another institution to a supervisor at Imperial and transfer of registration is sought, the situation is likely to be much less straightforward.
6. Students seeking to transfer into a research programme must submit the usual PG1 application form and associated documentation through the Registry's Admissions Section and comply with all other admission requirements.

Approved by QAEC
October 2014

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