



Registry

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GUIDELINES FOR ASSOCIATE STUDENTS

The Associate Research Degree provides flexibility for those students who cannot leave their own countries to spend nine months or more in London and provides an opportunity for national researchers collaborating with members of LSHTM staff on research projects abroad to get a PhD. It is awarded only under exceptional circumstances, to outstanding candidates, and these Guidelines should be read carefully along with the Regulations.

The attached regulations set out the criteria for determining Associate Student status. If students are registered as Associate Students, the following guarantees will be sought in order to ensure that Associate Students are appropriately supported to meet the exacting research standards of the University of London and the London School of Hygiene and Tropical Medicine.

ATTENDANCE

Associate Students will be expected to come to London for the final Viva examination and may come for short periods at other times where possible and appropriate.

REGISTRATION

Supervisors will normally be expected to provide the following information when an application is made by an Associate Student:

- A strong academic reason for such a registration (including the ability of the student, importance of the research project to international public health and the standard outline of a proposal).
- Evidence for the judgement that the student is exceptionally able and will be able to perform research at PhD level with little supervision.
- Evidence that the applicant is a national researcher collaborating with a member of School staff on a research project abroad.
- Agreement from a local institution that the student will be supported by a local Supervisor.
- Evidence of local institutional arrangements for training, IT support, electronic communications and a guarantee of sufficient time away from local routine to spend on the PhD research.

In the case of Laboratory based Associate Students supervisors should also provide additional evidence of local institutional arrangements for:

- Equipment
- Staff with sufficient breadth of research interest
- Appropriate funding to allow use of most effective methodologies.

SUPERVISION

Internal Supervisors will normally be expected to have a good track record in supervising students, and be able to demonstrate that they have at least two PhD or DrPH students they have supervised to completion within four years. New supervisors will need support from their Unit Heads or the Departmental Director of Research Degrees.

Internal Supervisors will have to identify an External Supervisor in an appropriate institution in the home country, who will guarantee support to the student.

External Supervisors will normally be working on a research project or programme within a national institution abroad, to which the Associate Student is attached.

In assessing student load, Associate Students will be counted in the same way as staff registered for a PhD – that is, an Internal Supervisor will be able to take three PhD students plus one, and in rare cases, two Associate Students.

MONITORING PROCESSES

Internal Supervisors and Unit Co-ordinators will agree a system of communication, which will include at least:

- Email and telephone contact once a month, recorded and agreed.
- A qualifying seminar for upgrading, to be held EITHER in country, with the Internal Supervisor, External Supervisor and members of an upgrading committee who conform as nearly as possible to the LSHTM criteria OR to be held as a video-conference, with an upgrading committee meeting after the seminar presentation.
- Members of the upgrading committee should include at least one academic who is external to the research project.
- Normal upgrading processes will be followed as outlined in the Research Students Handbook.
- A timetable of visits by the Internal Supervisor to the Associate Student, being at least one a year, for three years.

THESIS AND EXAMINATION

The thesis will have to conform to the School and University of London requirements and principles for PhD theses including submission rate deadlines, word lengths and binding requirements.

Theses will be expected to meet the following School and University of London requirements for the PhD:

- The demonstration of originality in and through a sustained thesis (of the kind that might be anticipated after three years full-time work in the discipline).
- The articulation and defence of the thesis in English in an oral examination.
- Deep knowledge of a field of study.
- A synoptic understanding of a field of study (the candidate being able to place the thesis in a wider context)
- The demonstration of impartiality and the capacity for judgement in complex situations.
- The demonstration of autonomous work in that field.
- The demonstration of research skills relevant to the thesis being presented.

The supervisor will make arrangements for examiners, and set a date for the examination, which will take place in London, on an agreed date.

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