



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

School of Computer Science and Statistics

Postgraduate Research Student Handbook

2025–2026



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1 Overview

This document describes regulations that apply to postgraduate research students registered to the School of Computer Science and Statistics during the academic year 2023-2024.

Completing a Ph.D. requires that the candidate make an original contribution to knowledge, and this entails that each successful Ph.D. is a highly individual experience. A structured Ph.D. programme provides a counterbalance to that solitude by enabling a healthy amount of uniformity of experience among all candidates in the programme. Uniformity of experience should be provided through the fact that each student participates in modules (a set agreed individually for each student in light of their prior qualifications and research project) that are constructed to enhance the candidate's breadth and depth in their area, to sharpen their research and research related writing skills, and to provide other analytical tools and expertise that may enhance their potential career opportunities. The programme should create a collegial community across all the research disciplines in the School.

2 General Information

2.1 Announcements

Orientation for incoming students is held on **6th September 2024**.

Documents, forms and other ongoing announcements are associated with graduate student activities are located on the School Website: <https://www.tcd.ie/scss/courses/postgraduate/phd-programme/>

Additional information for students taking part in the Telecommunications Graduate Initiative can be found at <http://www.tgi.ie/>

2.2 SCSS Contacts

PhD Programme Director: Prof. Gavin Doherty (Gavin.Doherty@tcd.ie)

Executive Officer: Ms Natasha Blanchfield (Natasha.Blanchfield@tcd.ie)

Administrative Officer (Teaching Unit): Ms Lynn Daly (Lynn.Daly@tcd.ie)

Director of Postgraduate Teaching and Learning: Prof. Gavin Doherty (Gavin.Doherty@tcd.ie)

2.3 College Contacts

Postgraduate Advisory Service: pgsupp@tcd.ie
<https://www.tcd.ie/seniortutor/students/postgraduate/>

Junior Dean and Registrar of Chambers: Junior.Dean@tcd.ie
http://www.tcd.ie/Junior_Dean/index.php

2.4 The Trinity College Dublin Students Union

TCDSU represents every student in Trinity College Dublin and as well as a President has officers covering Education, Welfare, Communications and Entertainment. They provide a variety of supports as well as representing student interests. Every Trinity student is automatically a member. See <https://www.tcdsu.org/> for more details.

2.5 English for Academic Purposes

The School of Linguistic, Speech and Communication studies runs classes in English language for non-native speakers. Classes start in September and January.

<http://www.tcd.ie/slscs/english/>

Other: This list is inevitably incomplete. It is best to monitor the SCSS website and the website of the Graduate Studies Office for additional links that may be useful: research.admissions@tcd.ie

2.6 The Postgraduate Advisory Service

What?

The Postgraduate Advisory Service (PAS) is a free and confidential service available to all registered postgraduate students in Trinity College. PAS offers a comprehensive range of academic, pastoral and professional supports including one-to-one appointments, workshops and trainings, and emergency financial assistance.

Why?

PAS exists to ensure that all postgraduates students have a dedicated, specialist service independent of the School-system to whom they can turn for support and advice during their time at Trinity. Common concerns students present to PAS include stress; financial worries; queries about regulations or services available at Trinity; supervisor-relationship concerns; academic progression issues; academic appeals.

Who?

The Postgraduate Advisory Service is led by the Postgraduate Student Support Officers who provide frontline support for all Postgraduate students in Trinity. These Support Officers will act as your first point of contact and a source of support and guidance; they can also put you in touch with or recommend other services, depending on your needs.

How?

For an appointment, please e-mail postgrad.support@tcd.ie

Website: https://www.tcd.ie/Senior_Tutor/postgraduateadvisory/

To keep up to date with the supports and events for postgraduate please check out the regular PAS newsletter sent to all postgraduates via email or follow PAS on Instagram @TCDPGAdvisory

3 College Regulations

Regulations for Higher Degrees by Research are contained in the College Calendar Part II, Sections 1 and 2. The College Calendar is available online (<http://www.tcd.ie/calendar/>). The Calendar provides College-wide rules and regulations for research degrees. In addition this current course handbook provides our local regulations for degrees by research. In general the Calendar is the most authoritative source of regulations, and it deals with issues such as:

- Admission requirements
- Probation
- Subject of research
- Role of Director of Teaching and Learning (Postgraduate)
- Progress and continuing registration
- Role of Supervisors
- Attendance
- Part-time registration
- Extensions and off-books
- Transfer to the Ph.D. register
- Procedure for examination of a candidate
- Complaints concerning supervision
- Appeal against the decision of examiners
- Plagiarism

4 School of Computer Science and Statistics Regulations

4.1 Administrative Structures

In the School of Computer Science and Statistics, a Programme Director oversees the early--stage progress of students from entry to the point of confirmation on or transfer onto the Ph.D. register. Prof Gavin Doherty is the Programme Director for the SCSS Structured Ph.D. Programme. The Programme Director signs off on the study plans of each of the students involved in the programme, including students pursuing an MSc by research who may intend not to engage in the structures provided for those who will complete a Ph.D. The Director of Teaching and Learning (Postgraduate) maintains oversight of the Structured Ph.D. Programme, and the taught MSc and postgraduate diploma programmes.

Within our structures there is a distinction between early--stage research students and primary -stage Ph.D. students. A student in the early- stage of the research degree is one who has not yet cleared a transfer or confirmation examination for the Ph.D. register; the primary- stage for a research student is the stage at which research is the sole content of academic activity. The boundary between the two stages is roughly at the point of transfer onto or confirmation on the Ph.D. register, for students targeting a Ph.D. The Programme Director monitors the progress of early--stage students and the Director of Postgraduate Teaching and Learning monitors the progress of primary- stage students. The DTLPG maintains overall responsibility for all of the postgraduate students registered with the school.

4.2 Structured Ph.D. programme

As per the College regulations entry to the research register is normally onto the Ph.D. register on a probationary basis and students are required to undergo a formal review process within the first 18 months in order to continue on the full-time register, or first 30 months for the part-time register. Students who enter on the M.Sc. register but who wish to transfer to the Ph.D. register go through a similar transfer process.

4.3 M.Sc. by research

No specific stipulations beyond the requirements of the College Calendar (Part II), apply. Students on the MSc. who wish to transfer to the Ph.D. register must satisfy the requirements of the structured Ph.D. programme.

4.4 Learning agreements for the accumulation of ECTS credits

As per the College Calendar Part II, Section 2.7, “Probation, Progress, and Continuing Registration on the Research Register.” students participating in the structured Ph.D. programme or seeking to transfer to the Ph.D. register must, at a minimum, participate in three modules in Research Integrity and Impact in an Open Scholarship Era, Research Methods and one other approved module.

Normally the agreement on a set of modules should take place within the first two months of the programme through the completion of the School's study plan form. Note: the constitution of the Thesis Committee (see section 4.5.1) should also be noted on the study plan. For certain modules, the agreement must be in place before classes start to facilitate the module lecturer (e.g. when there are group laboratories or assignments and the assignment groups must be decided by the first class).

The study plan form is included at the back of this Handbook. It is also available through the School's website at <https://www.scss.tcd.ie/postgraduate/structuredphd/current/study-plan-and-modules.php>

4.4.1 Quantity and Distribution

A minimum of 15 credits within the European Credit Transfer System (ECTS) must normally be earned prior to confirmation on or transfer to the Ph.D. register. The normal distribution of credits is as follows:

- 5 ECTS from the School's module in *Research Methods*.
- 5 ECTS from the School's module in *Teaching Assistant Pathway*¹, which involves
 - Completing a short, online CAPSL course for Demonstrators and Teaching Assistants² OR an approved alternative course or certification in a relevant area (e.g. Scrum Master)
 - And engaging in demonstrator activities in support of the School's teaching for a minimum of 78 hours over any two semesters (39 hours per semester or approximately three hours per week).
- 5 ECTS from the College's module in *Research Integrity*.

¹ [More](#) details can be found in Demonstrator and TA policy, on <https://www.scss.tcd.ie/Local/>, under Policies section

² <https://www.tcd.ie/academicpractice/professional-development/graduate-teaching/index.php> (see the **Module (Self Directed) - Teaching and Supporting Learning as a Graduate Teaching Assistant** section of this page)

Additionally, Ph.D. students, with agreement from their supervisor, may opt to undertake more than the minimum 15 ECTS. Additional ECTS may be in the form of:

- directed studies modules (see section 4.2.2);
- internships, accompanied by a report written by the student;
- other taught modules in the School that are approved by both the supervisor and DTLP
- 5 ECTS module *Teaching and Supporting Learning as a Graduate Teaching Assistant* (CAPSL)³.
- any other module in the School, or other Schools in the university, partner universities or summer schools that the student can argue is appropriate, subject to the approval of the programme director.

4.4.2 Directed Studies, Summer Schools and Internships

Directed studies modules may be used to pursue work that supports a Ph.D. project without necessarily targeting construction of a chapter or subsection of a Ph.D. dissertation. Formal internships⁴ may be formulated for this purpose, as can residential courses and summer schools.

Directed studies modules, summer schools and internships must be proposed in writing using the directed study module form, and agreed by the student, the supervisor, the module director (if distinct from the supervisor), and the Programme Director. For every directed studies modules or internship there must be a written report which must be retained on file by the module director. In the case of summer schools, the module director must retain a copy of either a certificate of completion or a written report.

The directed study module form is included at the end of this Handbook. 4.4.3 Assessment in modules

Students engaged in modules provided for other degree programmes are normally assessed in the same manner as the student cohort for whom the module was designed. In some cases (e.g. participation in parts of larger modules) it may be necessary to assess research students with different means, appropriate to their postgraduate standing. However, absence from a module exam is only permitted with prior approval of the Programme Director and, where such permission is given, it is expected that the student will do the supplemental examination.

4.4.4 Revised learning agreements

A research student who fails in an attempt to earn the ECTS associated with a module according to their learning agreement may repeat the module or may enter into a revised learning agreement to achieve the number of credits necessary for completing the taught component of the structured Ph.D. (and confirmation as a Ph.D. student).

³ <https://www.tcd.ie/CAPSL/professional-development/graduate-teaching/>

⁴ Regular employment alongside full-time or part-time registration does not constitute an internship

4.4.5 Inadequate progress in structured modules

A student who has not earned 15 ECTS within 18 months of registration as a full-time (or 30 months as a part-time) research student is normally not able to be confirmed on the Ph.D. register, but may pursue an MSc by Research.

4.4.6 Exemptions from aspects of the structured Ph.D. programme

In exceptional circumstances a Ph.D. student may be exempted from some or all of the taught component of the structured Ph.D. programme. The criteria and procedures are outlined in the recommendations of the 2011 School of Computer Science and Statistics Ph.D. Programme Review Committee.

4.5 Monitoring

4.5.1 Thesis Committee

Within two months of registration (as part of the study plan), a Thesis Committee must be nominated for each student.

Appointment and Composition of the Thesis Committee

1. The thesis committee should consist of the principal supervisor (and any co-supervisor) and two other people. Where possible the thesis committees should include at least one member of the same gender as that of the student. Where appropriate, Schools and Departments may decide to ask the relevant students for their involvement in the selection of persons to be on his or her thesis committee. The committee should be appointed no later than two months after the student's initial registration and the student should be informed as to who is on his or her thesis committee. The identity of the members of each student's thesis committee should be conveyed to the Office of the Dean of Graduate Studies.
2. The School has discretion as to who is appropriate to serve on the committee and having regard to what is in the student's best interests. Thus the normal college rules on eligibility for supervision do not apply here. Staff on part-time contracts, senior post-docs, staff from cognate disciplines and appropriate external representatives, would all be appropriate to be appointed should the School recommend this.
3. Existing members of staff in Trinity who serve on a student's thesis committee are not precluded from acting as internal examiners for that thesis on that basis. On the other hand, it could not be possible for an external appointee to the committee to act as the external examiner.

The Role of the Thesis Committee

1. Before the end of the student's first and third year on register⁵, the non-supervisor members of the Committee should meet with the student in the absence of the supervisor. At the request of the student or the committee members, this meeting might be chaired by the school's DTLP/his or her nominee but this would not normally be necessary. In advance of the meeting, the student should submit his or her completed annual progress report to the members of the committee outlining both her or his academic progress during the year, and also any academic concerns that [s]he might have. The report should also be filled out by the Principal Supervisor prior to being sent to the thesis committee. The report will form the basis of the discussions at the meeting, the purpose of which is to discuss academic progress made during the year and,

⁵ The timeline herein suggested is for full-time students. In the case of part-time students, the committee should, again, meet when it is necessary for the student to submit annual progress reports and at the confirmation hearing.

where appropriate, to advise the student. On the other hand, the function of the committee is not to act as a surrogate supervisor for the student.

2. Following this meeting, the entire committee (that is, including the supervisor(s)) should meet to discuss any issues arising. Where appropriate, the entire committee should also seek to meet with the student. Once again the purpose of these meetings is to review and discuss progress that has been made and, if appropriate, to discuss proposed plans for the following academic year.
3. Thereafter, the 'non-supervisor members' of the committee should sign this progress report, should indicate the date of their meeting with the student and any concerns that arise and also should recommend whether the student should progress to the next year.
4. If there is any disagreement between the principal supervisor/remainder of the committee as to whether or not the student should be allowed to progress, then this should be mediated in the first instance by the DTLP or, where appropriate, the head of the doctoral school, and, failing this, by the Dean of Graduate Studies.
5. In the second year of the student's registration individual members of the committee may act as chair or domain expert in the student's confirmation panel (see section 4.5.3).
6. In the fourth year, on the request of the student, the committee should meet with the student once per semester to discuss and advise on academic progress. Depending on the student's wishes this might be either in the presence or the absence of the principal supervisor.
7. The thesis committee has no defined role during the 'revision period' in circumstances where a thesis is referred for major revisions and re-examination.
8. More generally, if at any stage the student or supervisor has real and substantial concerns with academic progress, [s]he should seek a meeting with the thesis committee (either in the presence or the absence of the principal supervisor/co-supervisor). This would only be appropriate in exceptional circumstances.
9. Finally, if the thesis committee has concerns about quality of supervision or any related concerns with the principal supervisor then this should be raised either with the supervisor or, if this is felt not to be possible or appropriate, then with the DTLP who should approach the issue as [s]he would any other complaint in relation to supervision.

4.5.2 Approval and monitoring early--stage progress

The composition of the student's study plan need only be approved by the Programme Director when the student is wishing to undertake modules or directed studies other than Research Methods, Research Integrity, Teaching Assistant Pathway or one of the approved SCSS modules.

A subset of the SCSS Postgraduate Teaching and Learning Committee will monitor the progress of students towards their accumulation of ECTS three times a year, following each examination session in the university. The goal of this monitoring is to enable most students to have registered their 15 ECTS within 12 months, and to ensure that no full-time student requires more than 18 months and no part-time student more than 30 months. It is understood that exceptionally, this goal may not be met.

Section 2.7 of the College Calendar (Part II) requires that supervisors report annually on each student under their supervision, using the form prescribed on the Graduate Studies web page (<https://www.tcd.ie/graduatestudies/students/research/assessment-and-progression/>)

4.5.3 Transfer to/Confirmation on the Ph.D. register

1. The student must normally have achieved 15 ECTS credits as outlined above.
2. The transfer/confirmation process and presentation is coordinated by the Postgraduate Unit.

3. A panel consists of two academic staff members: a domain expert and a panel Chair. The Supervisor proposes the domain expert and panel chair is the Head of Discipline or a delegate proposed by the Head of Discipline and chosen from a pool of academic staff who have been nominated by the Director of Postgraduate Teaching and Learning as eligible to chair confirmation panels. Where possible, supervisors and DPGTL should endeavor to include at least one member of the same gender as that of the student in the viva examination panel (examiners and chair). The Director of Postgraduate Teaching and Learning has the final decision about the membership of the panel. Members of the Thesis Committee may act as chair or domain expert.
4. The transfer request form and transfer report is submitted by the student to the Director of Postgraduate Teaching and Learning via Natasha.Blanchfield@tcd.ie.
5. The transfer report should include a 200 word abstract, a review of relevant literature, a formulation of the research question being addressed, an outline of research design, an outline of implementation, a proposed evaluation strategy and a bibliography. The report should be of the order of 5,000 words.
6. The transfer documentation will be made available to the panel at least 1 week prior to the presentation.
7. The student should give a 10--15 minute presentation followed by a 15--30 minute question and answer session.
8. The chair is active and in consultation with the domain expert decides on the outcome of the process. The supervisor should be given an opportunity to express their view to the panel but should be asked to withdraw while the decision is being made by the chair and domain expert.
9. The presence of the supervisor at the presentation is at the discretion of the candidate.
10. The Panel is expected to deliberate at the end of the meeting and decide on a recommendation. At the Chair's discretion this may be informally notified to the student / supervisor. The formal route is for the Chair to notify the DTL, who in turn notifies the Student, Supervisor and GSO. Documentation is returned to the Postgraduate Unit.
11. In the event of the panel failing to agree a decision, a new panel will be constituted and the student invited to make a further presentation.
12. As per the College Calendar, a student may appeal the result of a transfer interview. This appeal will be brought in the first instance, to the appropriate sub-committee of the School. The appeal sub-committee will constitute of a domain expert and a senior member of staff of the School. It will be chaired by the Director of Teaching and Learning (PG). A further appeal may be directed to the Dean of Graduate Studies, following Section 1, Paragraph 1.23.
13. Where a student is not successful in their initial transfer they may apply to repeat the process second time. In this case, and in keeping with established procedures for examining research degrees, referring the student back for a third attempt at the transfer is not an option normally open to the panel.

4.5.4 Participation in cognate programmes

Where students participate in a more specific structured postgraduate programme than the one provided by the School (such programmes will normally be a superset of the School's programme), the specific programme should monitor the early--stage and primary--stage progress of those students, reporting back to the School the status of those students for the SCSS monitoring process. A student who loses funding or other terms of membership in such a specific programme is still a member of the School's programme unless the student does not meet the School's requirements.

4.5.5 Limits on duration of research student tenure

The maximum period of registration on the Ph.D. register before the thesis is submitted is specified by the College Calendar. Very briefly, a full-time student must submit the thesis with four years. A student who started on the full-time register but subsequently transferred to the part-time register must submit within five years of starting. A student who has spent their entire time on the part-time register must submit within six years.

After the maximum number of years on the programme, each subsequent year requires that you have permission to continue on the programme from the Dean of Graduate Studies. The Dean will only allow continuation on the strong recommendation of the School. To get this recommendation from the School, you must submit a brief progress report of around 700 – 1500 words along with supplementary material. This is presented to a panel that has the same membership and format as for confirmation. The progress report will outline progress to date, the significance of each piece of supplementary material, and a timeline for completing the Ph.D. Supplementary material can consist of published papers, unpublished draft papers, or a draft of the Ph.D. dissertation. The continuation panel is not required to read all the supplemental material, so the report will identify one item or extract of supplemental material of no more than 5000 words which the continuation panel will read in addition to the report.

Where a Ph.D. student has no existing suitable supplemental material, they will write and submit a supplemental document about their research with the format, style and content of a paper for the leading journal or equivalent publication venue in their research area.

The report and supplemental material is presented to a panel that will usually have the same membership and format as for confirmation. The panel then decides one of the following:

- To recommend to the School that you be given permission to continue for another year;
- To ask for more work to be done before another continuation attempt is made;
- To decide that you only continue to work for a lower degree, such as a Masters by research;
- To decide that you should not continue as a research postgraduate student.

Where the panel decides that the candidate do more work before another continuation attempt is made, the panel must specify a deadline for the candidate to complete the additional work and for another panel meeting to be held. The panel should make every effort to ensure that this deadline falls within the time of the student's existing registration.

Where a Ph.D. student is applying for their first year of extension on the Ph.D. register and is almost complete (that is, they are likely to submit the Ph.D. for examination in less than six months from the start of the continuation period), their supervisor may apply for summary continuation using the Summary Continuation Form. The result of this application will be either (a) the Programme Director recommends to the School that the student does not need to appear before a continuation panel to be eligible for continuation or (b) the Programme Director makes no such recommendation. Summary continuation is not possible for students requesting a second year of extension.

5 Ethics and research on human subjects

Any research project that involves human participation conducted through the courses (for example, a questionnaire or survey, or system user-evaluation, etc.) must have independent review by a Research Ethics Committee before its commencement.

A basic principle is that prospective participants should be fully informed about the research and its implications for them as participants, with time to reflect on the possibility for participation prior to being asked to sign an informed consent form.

For research associated with the School of Computer Science & Statistics, detailed information on the ethics application process can be found

at <http://www.tcd.ie/about/policies/assets/pdf/TCDGoodResearchPractice.pdf>.

It takes time to prepare an application for research ethics approval, to have the application considered, and to respond to feedback on the application where issues are raised. You should plan in your work for the time it takes to obtain research ethics approval.

If this is your first time to apply for ethical approval it is suggested that you should prepare your application and then make a special appointment with your supervisor to go through the ethical application. As your supervisor will have had previous experience in preparing applications, and has to sign the application, this should hasten the process, and reduce or eliminate any amendments required.

Retrospective approval will not be granted.

Please also note, research conducted in the School of Computer Science and Statistics should be undertaken with cognisance of the TCD Guidelines for Good Research Practice; see

<https://www.tcd.ie/graduatestudies/assets/pdf/TCD-good-research-practice.pdf>

6 Appeals

Appeals of decisions of the Programme Director may be taken to the SCSS postgraduate appeals committee, which is composed of a subset of the Postgraduate Teaching and Learning Committee that omits the Structured Ph.D. Programme Director. Appeals of School--level decisions may be taken to the Dean of Graduate Studies. Appeals of the School Research Ethics committee may be taken to the College ethics review body. At any level of appeal, the appeal committee may decline to hear the appeal. College regulations on appeals of postgraduate matters are outlined in the College Calendar Part II.

7 Individual Work and Plagiarism

It is important to highlight that all work submitted must be your own, and not taken directly from the internet or other sources. The College takes plagiarism seriously. The College regulations governing plagiarism are available in the college calendar and are copied in Appendix 1. You are expected to be familiar with these rules and to understand what is considered plagiarism.

Before beginning your first assignment, you **must** complete the mandatory online tutorial on academic integrity, including avoiding plagiarism - 'Ready, Steady, Write', located at

<https://libguides.tcd.ie/academic-integrity/ready-steady-write>

You are also encouraged to use the College Library's repository of resources on academic integrity and avoidance of academic misconduct (including plagiarism) at

<https://libguides.tcd.ie/academic-integrity/>

In the case of group work, groups should establish some mechanism to ensure that no member engages in plagiarism. Do not sign the Group Assignment Declaration if you have not assured yourself that the whole assignment is original.

The [College Calendar](#) entries regarding plagiarism may be found in the following sections

- Calendar, Part II, General Regulations and Information, Section II, Item 82
- Calendar, Part III, General Regulations & Information, Section 1.32

7.2 SCSS Assessment Submission Sheet



Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

School of Computer Science and Statistics

Assessment Submission Form

| | |
|--------------------------|--|
| Student Name | |
| Student ID Number | |
| Course Title | |
| Module Title | |
| Lecturer(s) | |
| Assessment Title | |
| Date Submitted | |
| Word Count | |

I have read and I understand the plagiarism provisions in the General Regulations of the University Calendar for the current year, found at: <http://www.tcd.ie/calendar>

I have also completed the Online Tutorial on avoiding plagiarism 'Ready, Steady, Write', located at <https://libguides.tcd.ie/academic-integrity/ready-steady-write>

I declare that the assignment being submitted represents my own work and has not been taken from the work of others save where appropriately referenced in the body of the assignment.

Signed Date

8 Legislation and College Policies

TCD requires that you read the College Policies and recent legislative acts. In particular, the College Health and safety Policy, the IT and Network Policy and the IT security policy. Please ensure you read the following pieces of legislation and College policies at the appropriate links below.

8.1 Legislation

The main points arising from the Acts are summarized below. You will find more information at the websites indicated.

Copyright and Related Rights Act 2000 (<http://www.irishstatutebook.ie/>) No. 28 of 2000

Freedom of Information Acts 1997 and 2003

(<http://www.irishstatutebook.ie/>) No. 13 of 1997

Data Protection Acts 1988 and 2003

(<http://www.irishstatutebook.ie/>) No. 25 of 1988

The Child Trafficking and Pornography Act 1998

(<http://www.irishstatutebook.ie/>) No. 22 of 1998

8.2 College Policies

A summary of the policies is outlined below and the full text may be viewed at the websites indicated.

Harassment including Sexual Harassment and Racial Harassment

(<https://www.tcd.ie/hr/>)

Web resources (<https://www.tcd.ie/digital/>)

Use of the College's trademarks

(<https://www.tcd.ie/media/tcd/about/policies/pdfs/Trademarks.pdf>)

Fraud

(<https://www.tcd.ie/about/policies/university-policies/fraud/>)

Health and safety

(<https://www.tcd.ie/stem/faculty-health-safety.php>)

8.3 Disclaimers

The information contained in this document is intended to provide a guide to those seeking admission to the programme, and to the students on the course. Trinity College Dublin reserves the right to update or change syllabi, timetables, or other aspects of the programme at any time. Changes will be notified to current students by email.

8.4 Study Plan & Thesis Committee

UNIVERSITY OF DUBLIN, TRINITY COLLEGE
School of Computer Science and Statistics
SCSS STRUCTURED PHD STUDY PLAN

STUDENT NAME: _____

STUDENT NO: _____

SUPERVISOR: _____

As per local School regulations, research students must accumulate a minimum of 15 ECTS during their first 18 months of study comprised of the following:

- At least 5 ECTS in Research Methods;
- At least 5 ECTS in Research Integrity;
- At least 5 ECTS in Teaching Assistant Pathway;
- Other optional modules.

Optional modules in the School or College can be taken with the permission of the Supervisor and Structured PhD programme director.

The composition of the 15 ECTS that constitute the student's study plan need only be approved by the Programme Director if you wish to substitute any of the three required modules.

March entrants to the PhD Programme must return completed forms by 1st April and September entrants by 1st October.

MODULE SELECTION

(1) Research Methods - please select at least one of the following.

- CS7060 (Oct) (5 ECTS)

☐

(2) Research Integrity (5 ECTS)

☐

(3) Teaching Assistant Pathway (5 ECTS)

☐

(4) Additional modules (optional)

☐

If agreed with your supervisor you may wish to undertake additional modules or directed studies. Please indicate the modules to be taken under the following headings:

- Taught Modules (please include module codes for taught modules and ECTS)
e.g. CS7006 Computer-Human Interaction (5 ECTS)
- Directed Studies Modules. For each, please complete a separate Directed Study, Summer School or Internship Module.
- Other (summer schools and internships). For each, please complete a separate Directed Study, Summer School or Internship Module.

THESIS COMMITTEE MEMBERSHIP

MEMBER NAME: _____

MEMBER ORGANISATION: _____

MEMBER EMAIL ADDRESS: _____

MEMBER NAME: _____

MEMBER ORGANISATION: _____

MEMBER EMAIL ADDRESS: _____

Signed: (Student) _____

Date: _____

Signed: (Supervisor) _____

Date: _____

Signed: (Programme. Director) _____

Date: _____

Once signed by student and supervisor, please forward to Natasha Blanchfield, School of Computer Science and Statistics, O'Reilly Institute, College, for signing by the programme director.

8.5 Directed Study, Summer School or Internship Module Form

SCHOOL OF COMPUTER SCIENCE AND STATISTICS CS7039 DIRECTED STUDY, SUMMER SCHOOL OR INTERNSHIP MODULE FORM

STUDENT NAME:

STUDENT NO:

SUPERVISOR:

Title of module:

Location (if summer school or internship):

ECTS credits:

(Recall that 5 ECTS should correspond to about 120 hours of work. If this module is being done as a residential course or summer school, please read the guidelines on the expected amount of work to attain 5 or 10 ECTS):

Module content:

Please attach a separate sheet describing each of the following aspects of the module:

- Learning outcomes
- Topics to be covered
- Texts
- Assessment methods

Signed: _____ Date: _____

Student

Signed: _____ Date: _____

Supervisor

Signed: _____ Date: _____

Programme Director

Once signed by student and supervisor, please forward to Natasha Blanchfield, School of Computer Science and Statistics, O'Reilly Institute, College, for signing by the programme director.

8.6 Summary Continuation Form

SCHOOL OF COMPUTER SCIENCE AND STATISTICS

STUDENT NAME: _____

STUDENT NO: _____

SUPERVISOR: _____

I would like to apply for the above full-time PhD student to be recommended by the School to the Dean of Graduate Studies for continuation to a fifth year on the full-time register without appearing before a continuation panel.

Please tick any of the following that apply:

The student has high-quality publications in leading international research forums ☐

(Please attach a list of publications)

The student has largely completed their planned PhD research and has a substantial draft of the thesis. ☐

The student is confident that they will submit their PhD thesis for examination in *less than* six months from the start of the continuation year. ☐

Signed: _____ Date: _____

Supervisor

Once signed by the supervisor, please forward to Natasha Blanchfield, School of Computer Science and Statistics, O'Reilly Institute, College, for signing by the Programme Director.

Recommendation of Programme Director:

The student must appear before a continuation panel before the School can make a recommendation. ☐

The student can be recommended for continuation without appearing before a continuation panel. ☐

Signed: _____ Date: _____

Programme Director

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