



Introductory Guidelines

A brief introduction to you PhD study

In preparation for your PhD study at Edinburgh Dental Institute this is a short guide to some information that you may find useful in planning your timetable and study at the University of Edinburgh and the city of Edinburgh.

A. REGISTRATION

All students must matriculate at the start of their studies and should make sure that their attendance is confirmed on EUCLID (the University Student Database). The University will communicate with you using the UUN number s123456.sms@ed.ac.uk student account that will be issued to you on registration. (This will be your identifying number throughout your studies s123456). Please use this as your main email account and check it regularly. If you intend to use another email address then you must make sure that all emails are forwarded to that account from your [@sms.ed.ac.uk](mailto:sms.ed.ac.uk) account. If you have matriculated and have been allocated your UUN, you should email a copy of your Award letter to Student Administration with your number.

B. WHEN YOU ARRIVE

YOUR FIRST FEW DAYS

You will join the postgraduate community attending a meeting with your Supervisor(s) and in the first days will take familiarise yourself with the facilities where you will be studying and working.

C. PROJECTS AND ASSESSMENTS

PhD Project

10 month reporting

The first year of registration as a PhD student is probationary and the University require formal reporting at this stage. If the student fails to make adequate progress, the University reserves the right to transfer the student to a lower degree or to discontinue studies. At this stage in the Tissue Repair programme the Thesis committee will review the performance in the two mini-projects and will formally assess the PhD project plan that should be presented as a written document and presented at a Thesis committee meeting.

D. ADDITIONAL OPPORTUNITIES

Students should refer to the Institute for Academic Development (<http://www.ed.ac.uk/schools-departments/institute-academic-development>) for courses that are available to them and sign up for those that are appropriate to their studies. These include courses in Research Management, statistics, scientific writing, time management, thesis workshops etc.

E. LOG BOOK

We recommend that a student's progress and achievements throughout the years of postgraduate study should be recorded in the logbook that should, over the three years of study, contain:

- Records of student/supervisor(s) meetings
 - Copy of Mini-project 1 report
 - Copy of Mini-project 2 report
 - PhD Project outline
 - Copy of PhD project plan (2,000-5,000 words)
 - Feedback from Assessment Panel on 1st Year Review (1 side of A4)
 - Copy of 2nd Year Progress Report
 - Feedback from Assessment Panel on 2nd Year Review (1 side of A4)
 - Copy of 3rd Year Progress Report
 - Feedback from Assessment Panel on 3rd Year Review (1 side of A4)
 - Copy of Thesis outline
 - Record of Seminars given
 - Record of Seminars, Lectures and Conferences attended
 - Record of Publications (abstracts, oral presentations, posters, papers)
 - Record of IAD courses attended
 - A regularly updated Curriculum Vitae
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