**CHANGE OF RESEARCH**

This form is to be completed **electronically,** **IN FULL,** by the designated member of staff in the relevant academic unit[[1]](#footnote-1), and passed and emailed to [Research-admin@Bolton.ac.uk](mailto:Research-admin@Bolton.ac.uk) for any changes to the research proposal, the areas of research or the use of any new research technique. **Note that the local academic admitting authorities must satisfy themselves of the suitability of the new research proposal or research technique.**

1. **School(s)** student will be attached to:

2. **Subject area code**: **NB:** Refer to ‘[Subject Area Codes](file:///L:\Public\Shared\Research%20&%20Graduate%20School\Subject_Area_Codes.xlsx)’ file

3. **Name of Student:**  4. **Date of Birth***(dd/mm/yyyy):*

5. **UoB Student Number***:*

6. **Course Code** *(if in doubt, contact the Research & Graduate School):*

7. **New** **Title of Student’s Programme of Research:**

8. **Expected Completion date for new research** *(dd/mm/yyyy):*

9. **Name of Director of Studies:**

10 **Current number of PGR students being supervised:** full-time: part-time:

11. **Name(s) of Second Supervisor(s):**

12. Enter here the identifier code(s) and title(s) of the **REF UoA(s)** to which the student should be returned[[2]](#footnote-2). See: <http://www.ref.ac.uk/panels/unitsofassessment/> :

13. Enter here the 4-character **JACS subject code and title** which the proposed research falls under.

See: <http://www.hesa.ac.uk/content/view/1787/281/>:

**SECTION 14: ONLY APPLIES TO INTERNATIONAL STUDENTS**

14. **Academic Technology Approval Scheme (ATAS)**

**Note: UKVI require a new ATAS certificate where there are any changes to the research proposal (other than very minor adjustments), the areas of research or the use of any new research technique.**

International applicants, i.e. those who are **not** nationals of the European Economic Area (including Switzerland) and who wish to undertake research **in the UK** which falls under any of the following JACS (Joint Academic Coding System) subjects, will have to apply online for an ATAS clearance certificate **before** they can apply for entry clearance to study in the UK or when there are any changes to the research proposal (other than very minor adjustments), the areas of research or the use of any new research technique. This arises from a **mandatory requirement** (since November 2007) of the Foreign and Commonwealth Office Weapons of Mass Destruction Non-Proliferation Section. Full details of ATAS are at: <https://www.gov.uk/academic-technology-approval-scheme>.

15. State here whichof the following, 2-character, **JACS subject categories** the intended research falls under (or state ‘None’) (see <http://www.hesa.ac.uk/content/view/1787/281/>):

Subjects allied to medicine

B1 – Anatomy, Physiology and Pathology; B2 – Pharmacology, Toxicology and Pharmacy; B9 – Others in Subjects allied to Medicine

Biological Sciences

C1 – Biology; C2 – Botany; C4 – Genetics; C5 – Microbiology; C7 – Molecular Biology, Biophysics and Biochemistry; C9 – Others in Biological Sciences

Veterinary sciences, agriculture and related subjects

D3 – Animal Science; D9 – Others in Veterinary Sciences, Agriculture and related subjects

Physical Sciences

F1 – Chemistry; F2 – Materials Science; F3 – Physics; F5 – Astronomy; F8 – Physical Geographical Sciences;

F9 – Others in Physical Sciences

Mathematical and Computer Sciences

G0 –Mathematical and Computer Sciences; G1 – Mathematics; G2 – Operational Research; G4 – Computer Science; G7 – Artificial Intelligence; G9 – Others in Mathematical and Computing Sciences

Engineering

H1 – General Engineering; H2 – Civil Engineering; H3 – Mechanical Engineering; H4 – Aerospace Engineering; H5 – Naval Architecture; H6 – Electronic and Electrical Engineering; H7 – Production and Manufacturing Engineering; H8 – Chemical, Process and Energy Engineering; H9 – Others in Engineering

Computer Sciences

I1 – Computer Science; I4 – Artificial Intelligence; I9 – Others in computer Sciences

Technologies

J2 – Metallurgy; J4 – Polymers and Textiles; J5 – Materials Technology not otherwise specified; J7 – Industrial Biotechnology; J9 – Others in Technology

16. **Brief description of the new research** *(about 80 words should suffice)*

If the proposed research **does** fall under any of the JACS subject categories listed above, brief description of the intended research **must** be provided here or submitted separately which gives information on the context, scope, methods and techniques, anticipated data, and application/use of the proposed research. Examples of and guidance on such statements are available at: <http://www.bolton.ac.uk/Quality/QAEContents/ResearchDegreesAndStudents/ResearchDocuments.aspx>

17. **Budgetary requirements for new proposal:** outline the costs that need to be met by the academic unit in order to undertake the research:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | No funding required | Computer hardware | Software | Other equipment | Specialist consumables | Open access publication fees |
| Year 1 |  |  |  |  |  |  |
| Year 2 |  |  |  |  |  |  |
| Year 3 |  |  |  |  |  |  |
| Year 4 (for p/t) |  |  |  |  |  |  |
| Year 5 (for p/t) |  |  |  |  |  |  |

**Form completed by: Date:**

**Head of School: Date:**

**Now please email this form (including any description of the research for ATAS purposes) to** [Research-admin@Bolton.ac.uk](mailto:Research-admin@Bolton.ac.uk)

1. Depending upon the prevailing organisational structure of the University, the ‘academic unit’ is any organisational unit which is constitutionally empowered to undertake the relevant activities. [↑](#footnote-ref-1)
2. Normally the UoA to which the proposed Director of Studies was returned in the 2014 REF or, if they were not included in the REF, the UoA to which they would have been returned had they been included. If the proposed supervisors are themselves split across different UoAs, the student may also be split across UoA’s, either 50:50 if there are two supervisors or 33:33:34 for three supervisors*.* [↑](#footnote-ref-2)