

**Ollscoil Mhá Nuad
Maynooth University**

An tAcadamh Taighde Iarchéime
Graduate Research Academy



Rialacháin le haghaidh PhD trí Shaothair Réamhfhoilsithe Regulations for PhD by Prior Published Works

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2024

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Principle

1. The Maynooth University PhD by Prior Published Works allows scholars with a significant record of academic research output, as evidenced by a portfolio of published work, to gain recognition for their research in the form of the PhD (NFQ Level 10) degree award. A significant record of academic research output should be evident over a 10-15 year period and the research should be at doctoral level.

Eligibility

2. In order to be considered for this programme, an applicant must demonstrate a substantial research output, a subset of which will have a coherent thematic focus and will form the basis for the PhD thesis. Applicants for a PhD by Prior Published Works are required to establish prima facie that their published research is of doctoral standard.
3. The applicant must fulfil the entry requirements for PhD in the relevant academic unit (Department/ School/ Institute). This is normally upper Second Class Honours in a primary honours (NFQ, Level 8) degree or a Masters qualification (NFQ, Level 9).
4. The applicant must be a research active member of the staff of:
 - a. Maynooth University; or
 - b. an educational institution that has research and/ or teaching collaborations with Maynooth University.

Eligible Published Works

5. The outputs to be included in the application must have been published in the ten years prior to application and will have been subject to a robust peer-review process.
6. Publication types include but are not limited to: journal articles, conference reports, technical reports, monographs, books, book chapters including chapters in edited volumes, creative works including performances, exhibitions, and compositions and other published works as appropriate to the discipline and as determined by the academic unit's Admissions Panel.
7. The selected publications should not have been included in any other submission for an award at Maynooth University or another higher education institution in Ireland or elsewhere.
8. The minimum number of publications to be included in the application is three. The number should be consistent with the norms of the discipline and be comparable in scope to the traditional PhD format.
9. The outputs to be included should be interconnected and should form a substantial and coherent body of scholarly work relevant to the field of specialisation.
10. Publications should normally be available in the public domain and traceable through standard bibliographic or other public databases.
11. Publications must have been published prior to application; publications that are undergoing peer-review or in press are not eligible.
12. In the case of multi-authored publications, the applicant must normally be the first author and key contributor to the works presented in the thesis, although disciplinary differences in regard to policy on authorship will be respected. The student must provide written confirmation from all living co-authors of multi-authored publications that they have no objection to the proposed publication(s) being submitted for the award of PhD and that this is an appropriate reflection of the applicant's contribution to the work, in the co-author's opinion. Co-authors must also confirm that they have not sought credit for the same work in the form of a PhD.

Securing Supervision

13. Potential applicants should in the first instance contact the Head of the academic unit closest to the field of specialism and make a case for their consideration, using the application guidance herein. Where the Head is satisfied that the applicant's research is of doctoral standard and that there is potential for a successful application and doctoral thesis, they will identify and contact a potential supervisor from among the academic staff.
14. The potential supervisor should have expertise in the research area, be a member of an academic unit of relevance to the discipline and meet the criteria for supervision set out in the University's Regulations for Postgraduate Research Degrees.
15. If the potential supervisor is in agreement with the Head's assessment and willing to take on the supervisory role, they will advise the applicant on: (i) the suitability of the published works for this programme route; (ii) the number and type of publications to be included in the application; and (iii) the language that the publications and application may be presented in.
16. A secondary or co-supervisor is required from amongst the academic staff at Maynooth University. The secondary or co-supervisor should meet the criteria set out in the University's Regulations for Postgraduate Research Degrees.
17. Additional supervisors, including external supervisors, may be appointed following the procedures set out in the University's Regulations for Postgraduate Research Degrees.

Application Process

18. If the proposed supervisors are in agreement, a formal application for admission should be made by the student through the Maynooth University postgraduate admissions portal. The application should comprise:
 - a. Completed PhD by Prior Published Works application form;
 - b. An electronic copy of the published works to be included, along with their bibliographic details and DOI;
 - c. A curriculum vitae setting out the applicant's research track record, including a full publication list;
 - d. A critical appraisal of up to 2,000 words outlining how the published works make a significant and coherent contribution to knowledge within the relevant discipline and in the case of multi-authored publications setting out the applicant's contribution. The statement should detail where and when the research was undertaken;
 - e. Written confirmation from the proposed supervisors of their willingness to supervise the PhD and confirmation that the work is, in their view, of doctoral standard;
 - f. Where relevant, the record of ethical approval for the research should be included. Confirmation of ethical approval is required where the published research falls within the categories set out in the Maynooth University Research Ethics Policy;
 - g. In the case of multi-authored publications, written confirmation from all living co-authors that they have no objection to the proposed publication(s) being submitted for the award of PhD and that this is an appropriate reflection of the applicant's contribution to the work, in the co-author's opinion. Co-authors must also confirm that they have not sought credit for the same work in the form of a PhD;
 - h. Written assurance from the applicant that there have been no findings against them of breaches of academic integrity at MU or at other academic institutions.
19. The application will be considered by the relevant academic unit's Admissions Panel. The Admissions Panel will consist of at least three members of academic staff of the university and may not include the proposed supervisors. The Departmental Research Student Progress Committee (DRSPC) may serve as the Admissions Panel.
20. The applicant may be invited to meet with the panel (in person or virtually) to discuss their work and provide clarification on any questions the panel may have.

21. The Admissions Panel will request and consider evaluation reports from two external reviewers in arriving at their decision.
22. The Admissions Panel will determine whether the published works submitted by the applicant demonstrate a substantial research output consistent with disciplinary norms. The Panel must be satisfied that the applicant's published research is of doctoral standard. In forming a judgement, the Admissions Panel may take account of the general criteria for the award of a PhD as set out in the University's Regulations for Postgraduate Research Degrees.
23. The Admissions Panel will make a recommendation to the Head of the academic unit in which the programme is to be pursued. If an application is approved by the Head, it will be forwarded for final approval by the Graduate Education Committee of the Academic Council.
24. An application may be declined, by the Admissions Panel or by the Graduate Education Committee, for reasons including:
 - a. Failure to meet the eligibility criteria;
 - b. Insufficient body of work of the required standard;
 - c. Insufficient match with the areas of expertise in the university;
 - d. Lack of availability of appropriate supervisors;
 - e. Prior findings of breaches of academic integrity against the applicant;
25. In the case of an unsuccessful application, appeals may be made in writing to the Vice-President for Research and Innovation.

Registration

26. If the application is approved, the applicant shall register as a part-time PhD student for a minimum period of two years and up to a maximum period of four years.

Programme of Study

27. Students are required to complete training in research integrity in their first year of registration.
28. Students must agree with their supervisors an integrated programme of study that supports the student in situating their contribution to the advancement of knowledge within the relevant methodological and theoretical frameworks of the discipline.
29. Students may complete up to 30 credits in structured doctoral level modules, with the approval of their supervisors.

Progression

30. Progression within the PhD programme is subject to an annual review process as set out in the University Regulations for Postgraduate Research Degrees.
31. Applications for any changes to the research programme, including leave of absence or suspension from studies, should follow the procedures set out in the University Regulations for Postgraduate Research Degrees.

Examination

32. The PhD is examined by thesis and viva voce examination, in accordance with the procedures set out in the University Regulations for Postgraduate Research Degrees.

The Thesis

33. The thesis should consist of a series of chapters. Normally, each of the prior published works will be presented as a separate chapter. The published works should be presented with a substantial commentary outlining the coherence and significance of the published works and situating them in the context of the existing literature. The commentary should also contain a critical appraisal of the student's research methodology. The commentary is normally subject to a 30,000 word limit. Further discipline-specific guidance may be provided by the relevant academic unit and a minimum word count may also be specified.
34. Requirements for the physical presentation and the submission of the thesis, including approval to submit, are set out in the University's Regulations for Postgraduate Research Degrees.

The Viva Voce (oral examination)

35. The viva voce (oral examination) will be conducted by a minimum of two examiners, in the presence of an independent chair. The processes for appointing examiners and for the conduct of the viva voce examination are as set out in the University's Regulations for Postgraduate Research Degrees.
36. The possible outcomes following the viva voce examination are set out in the University's Regulations for Postgraduate Research Degrees.
37. Appeals of the examiners' decision should follow the Maynooth University Examination Appeals Policy.

Thesis Deposit in the University Library

38. After completion of the programme and a successful examination, and in line with the University Policy on Open Access to Research (2021), the thesis will normally be deposited in the Institutional eTheses Archive which is managed by the University Library. It is the student's responsibility to ensure compliance with copyright law and for securing any permissions for the prior published works or any other content within the thesis.

Version History

Document	Sponsor	Approved	Version	Review Date
Maynooth University Regulations for PhD by Prior Published Works	Graduate Research Academy	Academic Council (May, 2024)	Version 1	2027

