

# Guidelines for research projects with industry partners

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This CDT welcomes industry and clinical collaboration on research projects, at both Masters/MRes and PhD level.

Below are the guidelines, and an outline of the process, for industry-based research projects in collaboration with the CEPS CDT.

## 1. Supervisors (industry and academic)

All industry-based projects for the CEPS CDT must have both:

- an Industry Supervisor/Representative at the partner organisation, and
- a Principal Academic Supervisor at either UCL or the University of Cambridge.

All Academic Supervisors must:

1. Be on the approved list of CEPS CDT supervisors, and
2. Be approved to supervise PhD students generally, by either UCL or University of Cambridge

To be eligible to propose PhD projects, the supervisor must ALSO:

3. Have had an MRes project proposal accepted by the CEPT CDT in the current year.

Industry partners may collaborate with different Academic Supervisors on different projects, as long as the aforementioned requirements for Academic Supervisors are met.

A list of current approved Academic Supervisors for the CEPS CDT can be provided on request.

## 2. Project requirements

- **Remit:** projects must be within the field of Connected Electronic and Photonic Systems.
- **Abstracts** must include clearly defined: research objectives, methodology, engineering/scientific novelty and relevance to the CEPS CDT.
- **MRes mini-projects** should be structured to run for 26-weeks part-time (Nov-May) or 13-weeks full-time (June-Aug) based on 40 hour working week FTE. Students will be assessed by oral presentation and written dissertation at the end of their MRes project.
- **PhD research projects** are 3-years in duration and can be based in industry, or at either university, or a combination of industry and university. Research students are assessed by written thesis and viva presentation at the end of their project.

## 3. Industry support

### MRes projects - support

Financial support is welcomed but not required for MRes projects. However, we recommend the industry partner cover project expenses such as the cost of consumables, travel to the site (if student is not EPSRC funded), etc.

### PhD projects - support

Financial support is strongly recommended for PhD projects. There are a few ways industry can support PhD projects financially: a funded studentship (in full or part), top-up stipend payments, paying for student travel and expenses, paying for/providing equipment, etc.

If financial support is not available, industry collaborators can support PhD projects in other ways, such as: access to facilities or equipment, knowledge exchange, staff time, student supervision, in-kind contributions, etc.

Indicative costs for a fully-funded 3-year PhD studentship at UCL can be found on our studentships website: <https://www.ucl.ac.uk/research-innovation-services/award-services/research-studentships/studentship-budgets>

As a rule of thumb, if the student is based in the company, at least 50% of costs should be covered.

## 4. Submitting a proposal

### Contact us

We encourage industry partners to discuss their research proposals with a member of the [CEPS CDT Management Team](#) or an Academic Supervisor in the first instance. A list of current Academic Supervisors can be requested by email from [photonics-cdt-admin@ee.ucl.ac.uk](mailto:photonics-cdt-admin@ee.ucl.ac.uk).

Ideally, the abstract and supervisory responsibility for the project should be agreed with the Academic Supervisor before the proposal is submitted to the CDT. However, speculative proposals may be submitted [online](#). We will then put you in touch with an appropriate Academic Supervisor for further discussion.

### Submit a project proposal

When the abstract and supervisory responsibility has been agreed, proposal should be submitted [online](#) or by email on a CEPS CDT project proposal form (Word doc). Email [photonics-cdt-admin@ee.ucl.ac.uk](mailto:photonics-cdt-admin@ee.ucl.ac.uk) to request a copy of this form.

## 5. Project Timelines

PhD research projects	
<b>Submit proposal by:</b>	early February
<b>Study mode:</b>	full-time, over 3 years
<b>Project start:</b>	October each year

MRes mini-project 1	
<b>Submit proposal by:</b>	end of August
<b>Study mode:</b>	part-time, 26 weeks
<b>Project start/end:</b>	November to May

MRes mini-project 2	
<b>Submit proposal by:</b>	late February
<b>Study mode:</b>	full-time, 13 weeks
<b>Project start/end:</b>	June to August

## 6. Student's expression of interest

When MRes/PhD project lists are released to students they are advised to contact the project Supervisors to discuss their interest and suitability before choosing a project. For industry-based projects contact should be made with both the Principal Academic Supervisor at the university and the Industry Supervisor/Representative at the partner organisation.

This is strongly recommended for MRes projects.

It is a requirement for PhD projects.

## 7. Interviews

Industry partners may wish to interview interested students during the project selection and allocation process.

If a student interview is required by the industry partner this must be stated in the original project proposal along with contact details and the deadline by which students should express their interest. If multiple project proposals are submitted, this information must be included on each proposal.

Once a student has expressed an interest in a project by contacting the supervisor, an interview should be arranged by the Academic and Industry Supervisor and agreed with the student.

The interview must be held prior to the project selection deadline set by CDT Management when project lists are released.

## 8. Intellectual Property (IP)

IP policies differ at each institution.

### IP at UCL

UCL will own any IP generated by a UCL student.

UCL's IP policy: <https://www.ucl.ac.uk/enterprise/about/governance-and-policies/ucl-intellectual-property-ip-policy>

### IP at University of Cambridge

At the University of Cambridge the entitlement to intellectual property rights in material created by a student shall rest with the student.

Cambridge's IP policy: <https://www.admin.cam.ac.uk/univ/so/2012/chapter13-section2.html>

### IP agreements and funding of studentships

Any exception to the standard IP policies at either institution will require a signed written agreement between the university (where the principal academic supervisor is based), the student, and project partner. This applies to MRes and PhD projects and CEPS CDT students.

The CDT Director and IP team at the respective university must be consulted before an agreement is put in place.

Students are not permitted to sign agreements concerning their university studies without approval from the university.

### IP terms specific to PhD projects

For PhD projects involving any grant of IP rights to a project partner, the following terms apply:

- I. A written contract covering IP and financial terms must be in place between the university (where the principal academic supervisor is based), the student and the partner organisation/company.
- II. Where it is agreed that IP is to be owned by the partner organisation, and the studentship is EPSRC funded, the partner organisation must provide financial support for the studentship. Illustrative funding levels for the grant of IP rights are: 50% of maintenance and fees, plus a student stipend top-up which is 100% funded by the partner organisation. Such projects involve substantial involvement with the partner and are deemed to be partner organisation- /company-led.
- III. Where a project is deemed to be partner organisation- /company-led and the student is primarily based at the company, the university's policies and regulations for 'working away / off-site working' should be adhered to:  
<https://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/work-away>  
<https://www.ucl.ac.uk/research/integrity/policies-and-guidelines/site-and-lone-working>
- IV. Where a project is university-led the IP rights will normally be retained by the university. UCL policy is to offer first refusal on the licensing of IP to a partner providing financial support to the project. IP policies differ at each institution. See section above for the specific policy information.
- V. Students are not permitted to sign agreements concerning their university studies without approval from the university.

## 9. Contacts

**CDT Management Team:** <https://www.ceps-cdt.org/about>

UCL: [Alwyn Seeds](#), [Cyril Renaud](#), [Chin-Pang Liu](#)

Cambridge: [Richard Penty](#), [Michael Crisp](#), [Daping Chu](#)

Administrator: [Vicki McGrath](#)

**General enquiries:** [photonics-cdt-admin@ee.ucl.ac.uk](mailto:photonics-cdt-admin@ee.ucl.ac.uk)

**Research Groups:** <https://www.ceps-cdt.org/research/research-groups>

**Project submission form:** <https://www.ceps-cdt.org/programme/how-to-propose-a-project>

**Website:** <http://www.ceps-cdt.org/>

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