Get Started

Everything you need to begin your research at The University of Manchester. If you have any queries about any of these steps, you can contact us.

Register

☐**Right to Study Check:** The Right to Study Check for international PGRs.

☐**Online Registration**: Follow the Ten Steps of Registration.

Finances

☐**UK Bank Account**: Set up a UK bank account

☐**Bank Details:** Add your UK bank account to My Manchester. You will not receive your stipend if you do not keep these details up to date.

☐**Sponsorship:** Externally funded researchers need to obtain a Sponsorship letter.

☐**Pay Tuition Fees:** These are due at the time of registration. Find information on how to pay.

☐**Council Tax Exemption:** Follow the guidance and then request a letter via Student Services Enquiry Form. See here for help with University Letters.

☐**Review the** RTSG Guidance and Finance-SharePoint.

MANCHESTER 1824
The University of Manchester

HELLO TOMORROW

Faculty of Science and Engineering

POSTGRADUATE RESEARCH

IT & Essential Systems

☐**IT account**. Set up your IT account and University Email. Online IT support is available via Connect.

☐**MyManchester:** Log in to and bookmark the central University System. Use the video guides for assistance.

☐**e-Prog**: Get started with e-Prog (e-Prog-SharePoint), A University-wide system designed to monitor the progress of a research programme.

☐**ORCID:** Create your 'Open Researcher and Contributor ID' (ORCID)

☐**eLearning:** Log in to the Canvas.

☐**Campus Solutions:** Log in to update your personal information.

☐**Request a Laptop:** View how to apply.

Essential Training

☐**Health & Safety Training:** All mandatory training will appear as milestones in your eProg record. You can also view them here.

☐**Programme Specific Training:** Some PGRs will have additional training to complete. Your supervisor will be able to advise.

☐**In-person training:** If applicable, you will be contacted about in-person training.

MANCHESTER 1824
The University of Manchester

HELLO TOMORROW

Faculty of Science and Engineering

POSTGRADUATE RESEARCH

ID Card & Building Access

☐**ID Card:** Full information about ID card collection will be sent directly to PGRs once all 10 steps of the registration process have been completed.

Card collection is by appointment only and will take place in the Main Library from Monday 14 September to Friday 9 October.

After 9 October, you can collect your card from the Doctoral Academy Hub.

☐**Accessing buildings:** Follow the relevant building access instructions for your department.

☐**Familiarise yourself with your new surroundings**: View the user guide for the Nancy Rothwell Building and Engineering Building B.

☐**If applicable, request desk and office allocation**. By contacting the Department Operations Team within your School, listed on our Research Community page.

Wellbeing

☐**Register with a GP:** For access to non-emergency health services by appointment, find a GP on the NHS website. Alternatively, The University has a GP service on campus in Crawford House.

☐**University Support:** Review the mental health support available to you and register for Disability Advisory and Support Service (DASS) if applicable.

☐**Societies & Activities:** Additional Resources.

Additional Steps

☐ **SharePoint:** The Doctoral Academy SharePoint is your one-stop shop for information throughout your postgraduate research journey.

☐Visit our Noticeboard Padlet for FAQs.

☐Attend your faculty and departmental welcome events.

☐Connect with all members of your supervisory team.

☐Network with your peers.

MANCHESTER 1824
The University of Manchester

HELLO TOMORROW

Faculty of Science and Engineering

POSTGRADUATE RESEARCH