

Medical Sciences Divisional Board

Approved Experimental Psychology Teaching Policy Committee (21/04/2016) and Divisional Senior Officer (25/05/2016)

Title of Programme/ Name of Regulation [if general]

Honour School of Experimental Psychology Part II

Brief note about nature of change:

Change of format of submission of the Research Project and Library Dissertation from hard copy to electronic only.

Clarification of format of submission for reports of practical work.

Effective date

For students starting FHS Part II from TT 2016 (i.e. with immediate effect)

Location of change

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology, citation references 3.15, amend the clause as follows:

~~Two bound copies and one~~ One electronic copy of completed research projects and library dissertations must be uploaded to the Assignments section of the Degrees Weblearn site ~~submitted to the Chair of Examiners, Honour School of Experimental Psychology, Examination Schools, Oxford,~~ not later than noon on Monday of the ninth week and Monday of the eleventh week of Hilary Term respectively, in the year of the examination. Each submission must be accompanied by a declaration indicating that it is the candidate's own work ~~A certificate signed by the candidate indicating that the work submitted is the candidate's own work,~~ and a statement of the number of words in the research project or library dissertation, ~~must be submitted separately in respect of each research project and library dissertation in a sealed envelope addressed to the Chair of Examiners.~~ Research projects and library dissertations previously submitted for the Honour School of Experimental Psychology may be resubmitted. No research project or library dissertation will be

accepted if it has already been submitted wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution.

4. Ibid., citation reference 3.17, amend the clause as follows:

3. Reports of practical work completed during the course of study for Part II and submitted for marking shall constitute a portfolio which shall be available to examiners as part of the examination. All such assignments must be uploaded to the Assignments section of the Degrees Weblearn site by the times and dates specified at the start of the practical course. Each submission must be accompanied by a declaration indicating that it is the candidate's own work. ~~Every report submitted for marking must be accompanied by a statement indicating that the work submitted is the candidate's own work.~~ Reports of practical work previously submitted for the Honour School of Experimental Psychology may be resubmitted but reports will not be accepted if they have been submitted, wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution. The Head of Department or deputy shall inform the examiners by the end of Week 0 of the Trinity Term in which the Part II examination is to be held as to which candidates have failed to satisfy the requirement to undertake practical work. Failure to satisfy the requirement to undertake practical work will result in the candidate's final degree classification being lowered by one class. Candidates who fail to submit a portfolio will be deemed to have failed the entire Part II examination. The Head of Department, or deputy, shall make available to the examiners records showing the extent to which candidates have adequately pursued a course of practical work. The examiners shall take this evidence into consideration along with evidence of unsatisfactory or distinguished performance in each portfolio of practical work.

Explanatory Notes

Changes to the format of submission of Research Project and Library Dissertation are being made to facilitate electronic only submission of these assessments.

The method for submission of the Core and Block practicals reports has not been specified in the examination regulations before however the electronic submission of these assessments has been managed by the Department (with Proctorial permission) using Drop Boxes on WebLearn for many years. Departmental Teaching Policy Committee (having also discussed this matter at uJCC and PPL JSC, N.B. an identical change will also be made to FHS PPL Part II examination regulations) has decided to move submissions of these assignments from Drop Boxes to the University's Education Committee approved Assignments tool (and specify the submission method in the examination regulations) in order to standardise the submission methods for all applicable assessments in Part II examinations.