DPhil, MLitt, DM and MSc by Research: 
Deadlines for submission of library and ORA copies of research theses in advance of a degree ceremony

With immediate effect

Location of change
In Examination Regulations 2012 for the examination of DPhil (page 843, lines 21-27), MSc by Research (page 829, lines 9-15) and MLitt (page 820, lines 1-7)

DPhil, MLitt and MSc by Research degrees:

DPhil (page 843, lines 21-27)
MSc by Research (page 829, lines 9-15)
MLitt (page 820, lines 1-7) all to be amended as follows:

‘A candidate who has been granted leave to supplicate by a board shall be required to submit to the Examination Schools a copy of his or her thesis, incorporating any amendments or corrections required by the examiners and approved by the board, with a view to deposit in the Bodleian or other appropriate university library. [For candidates admitted on or after 1 October 2007: candidates are also required to submit an electronic copy of their thesis to the Oxford Research Archive, unless an exception to this requirement has been granted by the Proctors.] [For candidates supplicating on or after 1 July 2013: candidates are also required to submit the library copy to the Examination Schools and where applicable the electronic copy of the thesis to the Oxford Research Archive no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree.] Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.’
DM degree:

DM (page 962, lines 36-41) to be amended as follows:

‘A student who has been granted leave to supplicate by the board shall be required to submit to the Examination Schools a copy of his or her thesis, incorporating any amendments or corrections required by the examiners and approved by the board, with a view to deposit in the Bodleian or other appropriate university library. [For candidates supplicating on or after 1 July 2013: candidates are also required to submit to the Examination Schools the library copy of the thesis no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree.] Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.’

Preparation and submission of theses:

Degrees of MLitt, MSc by Research and DPhil sub-section (iv) Library copies, binding and presentation (p. 847, lines 24-31) be amended as follows:

‘Candidates should note that leave to supplicate is conditional upon receipt by the Examination Schools of the library copy of their thesis and [for candidates admitted on or after 1 October 2007, receipt by the Oxford Research Archive of an electronic copy and [for candidates supplicating on or after 1 July 2013] receipt by the Examination Schools of the library copy of the thesis and receipt by the Oxford Research Archive of the electronic copy of the thesis no later than by the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree and that candidates may not proceed to take their degree until they have fulfilled the requirement [by the stipulated deadline for those supplicating on or after 1 July 2013] to submit a library copy of the thesis and [for candidates admitted on or after 1 October 2007]: an electronic copy (unless an exception to the requirement to submit an electronic copy of the thesis has been granted by the Proctors)].’

Explanatory Notes

This new requirement covering both printed and electronic submissions will apply to research students booking degree ceremonies via the new online booking interface in or after July 2013. The change seeks to avoid the existing difficulties experienced by late submissions of theses for deposit.