

## Medical Sciences Divisional Board

Approved at the meeting of [date]

### Title of Programme/ Name of Regulation

PGDip Sleep Medicine

### Brief note about nature of change:

Minor amendments to wording of point 7 (essay submission) and point 3 (MSc transfer)

### Location of change

In *Examination Regulations 2018* <https://www.admin.ox.ac.uk/examregs/2018-19/pdinsleemedi/>

### Effective date

**For students on course from MT2018**

And

**For first examination from 2019-2020**

- 3. Students admitted to the Postgraduate Diploma who wish to convert to the M.Sc. course will ~~be offered a place on the M.Sc. course conditional on satisfactory completion of the Postgraduate Diploma. To be considered for a place on the M.Sc. course students will need to indicate their intention to convert no later than by the early January postgraduate admissions deadline applicable in the second year of their Postgraduate Diploma course. Otherwise students will need to reapply.~~
- 7. Essays shall be submitted, in electronic format via Moodle Assignment Submission System, to the Chair of Examiners, Postgraduate Diploma in Sleep Medicine, c/o Registry, Department for Continuing Education, 1 Wellington Square, Oxford OX1 2JA. The format of each submission and the deadlines for submission shall be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course.

### Explanatory Notes

Point 7: clarification to the essay submission process.

Point 3: There are several reasons why we propose that all students should reapply to be

considered for the MSc by conversion:

- 1) The wording in the regulations states that students can progress onto the MSc conversion course conditional on satisfactory completion of the PGDip. Satisfactory completion of the PGDip is currently assessed following interview, on consideration of exam results and after discussion within the course committee. As the MSc conversion students are interviewed alongside direct-entry students onto the MSc programme, we feel the application process should be the same for both.
- 2) The entry requirements for direct-entry students onto the MSc programme includes strong academic record and submission of a research proposal to assess understanding of scientific methodology. An MSc conversion student applying in the January round currently only has to satisfy the first criteria of strong academic record (i.e. satisfactory completion of the PGDip). To standardise the application process for all applicants, we propose that it is compulsory for all conversion students to submit a research proposal via the reapplication process.
- 3) Finally, we currently accept direct-entry MSc applications in January, March and in the open field. Therefore, for parity across all MSc applications (direct and conversion) we propose that MSc conversion student applications are permitted across the application period.

For these reasons we would like to simplify the wording of point 3 to: “Students admitted to the Postgraduate Diploma who wish to convert to the M.Sc. course will need to reapply.”