

**Changes in Examination Regulations to the University Gazette – Social Sciences Division**

SSD/2/2/4

**Social Sciences Board**

**Approved by Chair's Action on behalf of Teaching Audit Committee on 8 July 2016**

**Title of Programme**

DPhil Management Studies

**Brief note about nature of change:** Minor changes to requirements for Transfer and Confirmation of Status

**Effective date**

**For students starting from MT 2016**

**Location of change**

In *Examination Regulations* 2015

**Detail of change**

All students should participate in the academic life of the School. This will include regular attendance at academic area seminar series, participating in the annual doctoral conference, and participating various relevant conference and workshop opportunities as they arise.

**1. Probationer Research Students**

All students are normally admitted as Probationer Research Students (PRS) and follow either the 'Management Research' or 'Financial Economics' pathway as set out in the Course Handbook.

During their first year, students will be required to attain satisfactory performance in required courses as a precursor to transfer of status. Students may be exempt from courses following the procedure outlined in the DPhil Notes for Guidance.

### *Management Research pathway*

(a) During their first year, Probationer Research Students will be required to attend the following three core modules, and in consultation with their supervisor, will additionally attend either one or two Advanced Research Methods courses and two or three specialist electives as set out in the Course Handbook.

(i) Introduction to Management Research Methods

(ii) Statistical Research Methods

(iii) Management and Organisation Theory

(b) All students shall satisfactorily complete the courses, [examinations](#) and coursework as determined by the supervisor and/or D.Phil Committee, unless granted a dispensation by the D.Phil Committee based on completion of a similar course prior to commencement of the D.Phil.

### *Financial Economics pathway*

(a) During their first year, Probationer Research Students will be required to attend the following four core modules from the M.Sc in Financial Economics programme, and in consultation with their supervisor, will attend four options offered for the second year of the M.Phil in Economics, one of which must be either Financial Economics I or Financial Economics II. In special circumstances, where a student has taken a sustainably similar course prior to enrolment, they may substitute M.Phil in Economics courses for the required M.Sc in Financial Economics core courses. Any substitution must be agreed to by both the Programme Director and the student's supervisor.

(i) Asset Pricing

(ii) Corporate Finance

(iii) Economics

(iv) Financial Econometrics

(b) All students shall satisfactorily complete the courses, [examinations](#) and coursework as determined by the supervisor and/or D.Phil Committee, unless granted a dispensation by the D.Phil Committee based on completion of a similar course prior to commencement of the D.Phil.

## **2. Transfer of status**

All students must transfer status by the end of their fourth term.

~~Students who have taken the M.Sc in Financial Economics prior to commencing their D.Phil study as a PRS are normally expected to transfer status in their third term. All students must transfer status by the end of their fourth term.~~

Applications for transfer of status must be submitted to the D.Phil Committee and should be

comprised of the following:

- (a) A transfer of status form (GSO.2), signed by the student's supervisor and an appropriate college officer. ~~—Students must complete a TNA (training needs analysis) form confirming their training needs for the following academic year.~~

~~The candidate should indicate clearly on the form the status to which he or she wishes to transfer;~~

- (b) Passes in all of the examinations and coursework approved by the student's supervisor, as stated in 1 above;

- (c) A substantial piece of written work relevant to the proposed thesis as specified for each stream in the DPhil Notes for Guidance.

~~Further details of these requirements are set out in the D.Phil. Notes for Guidance. A satisfactory research proposal or research outline;~~

~~(d) One draft chapter of the thesis.]~~

Two assessors appointed by the D.Phil. Committee will interview the student and submit a written transfer report to the D.Phil. Committee with recommendations as to whether or not the student should be allowed to transfer to D.Phil. status.

The D.Phil. Committee will decide in the light of the assessors' report whether to approve Transfer of Status. A student whose first application for transfer is not approved (including whether the outcome is a recommendation to transfer to the MLitt) is permitted to make one further application and will be granted an extension of one term if necessary. If after a second unsuccessful attempt, the Committee can neither approve transfer to the DPhil or the MLitt, the student will be removed from the Register of Graduate Students.

Full details can be found in the DPhil Notes for Guidance.

~~Further details of these requirements are set out in the D.Phil. Notes for Guidance.~~

~~Two assessors nominated by the student and his/her supervisor and appointed by the D.Phil. Committee will examine the student by viva voce and submit a written transfer report to the D.Phil. Committee with recommendations as to whether or not the student should be allowed to transfer to D.Phil. status.~~

~~The D.Phil. Committee will consider the application and the recommendations of the assessors and in light of this will decide whether to approve the transfer of status, or approve admission to M.Litt. status (in the case that the Committee is not satisfied that the candidate should be allowed to transfer), or approve an extension of time in order to allow the candidate to carry out further research and make revisions to his/her proposal and to resubmit at a later date (but before the PRS status period expires). The committee may request additional written work (such as a revised research proposal) or other evidence, and/or appoint an additional assessor, and/or state that the student should be re-examined.~~

### **3. Confirmation of D.Phil. status**

Students must Confirm DPhil Status by the end of their ninth term.

~~Students will normally be expected to apply for their Confirmation of Status by the end of their sixth term after admission. They must apply for their Confirmation of Status by the end of their ninth term.~~

Applications for confirmation of status as a Student for the Degree of Doctor of Philosophy shall comprise the following:

(a) a confirmation of status application form (GSO14) signed by the candidate's supervisor and an appropriate officer of the candidate's college. Students must complete a TNA (training needs analysis) form confirming their training needs for the following academic year.;

- ~~• (b) two draft chapters of no more than 25,000 words in total, which include material particularly central to the thesis, a comprehensive outline of the treatment of the thesis topic including details of progress made and an indication, where possible, of the anticipated timetable for submission;~~

~~(c)~~

(c) a substantial thesis outline and list of contents indicating where the submitted material is located in the thesis, a draft abstract and a glossary of key terms and details of progress made should be given together with a timetable for completion.

~~two draft chapters totalling no more than 25,000 words which include material particularly central to the thesis.~~

Further details of these requirements are set out in the D.Phil. Notes for Guidance.

The D.Phil. Committee shall appoint two assessors who may be the same assessors as were chosen for the transfer of status, but assessors selected at this stage may not be chosen for the final viva voce. The assessors interview the student and submit a written confirmation report to the D.Phil. Committee with recommendations as to whether or not the student should be allowed to confirm D.Phil. status.

The D.Phil. Committee will decide in the light of the assessors' report whether to approve Confirmation of Status. A student whose first application is not approved will be permitted to make one further application. If after a second attempt the D.Phil. Committee can neither approve Confirmation of Status nor transfer to the MLitt degree, the student will be removed from the Register of Graduate Students.

Full details can be found in the DPhil Notes for Guidance

~~The application must be submitted to the D.Phil. Committee and will be considered by two assessors nominated by the student and supervisor and appointed by D.Phil. Committee. These may be the same assessors as were chosen for the transfer of status, but assessors selected at this stage may not be chosen for the final viva voce. The assessors will read the work, interview the candidate (examine viva voce) and make a recommendation to the committee in a written report.~~

~~If the committee does not consider that the candidate's progress warrants confirmation of status it may either recommend resubmission of the application at a later date within the normal timetable, or approve an extension of D.Phil. status in order to allow time for resubmission of the application, or recommend transfer to M.Litt. status, or reject the~~

~~application.~~

#### **4. Three paper route**

A D.Phil. thesis may be accepted for examination if comprised of a minimum of three academic papers of publishable quality. Such a body of work shall be deemed acceptable provided it represents a coherent and focused body of research. It should include an Introduction, a Survey of Literature, and a Conclusion. Current word limits and conditions are detailed in the D.Phil. Notes for Guidance.

A D.Phil. Thesis submitted under this rubric may include joint publications, providing that, aside from the candidate, none of the named co-authors is a student. Where a joint publication with another student is included, this must be in addition to the minimum of three academic papers required to be included in the D.Phil. thesis. Where joint publications are included, all co-authors must certify in writing to the Director of Graduate Studies of the School that the majority of that work represents the work of the candidate.

Candidates wishing to proceed in this manner must obtain permission from his/her supervisor, the Director of Graduate Studies, and the D.Phil. Committee and must be approved at the time of confirmation for D.Phil. status. Evidence must be submitted at the time permission is sought that at least one of the three academic papers has been submitted to an identified journal, if not yet accepted or published.

If, after a petition is accepted, a candidate wishes to revert to a standard D.Phil. thesis format the candidate must lodge a petition with his/her supervisor, the School and D.Phil. Committee showing good cause for the change.

#### **5. Thesis**

Theses for the Degree of M.Litt. which exceed 50,000 words and those for the Degree of D.Phil. which exceed 100,000, excluding the bibliography, are liable to be rejected unless candidates have, with the support of their supervisors, secured the prior dispensation of the board of Graduate Studies to exceed this limit.

#### **Explanatory Notes**

Minor changes to requirements for Transfer and Confirmation of Status