

**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 06/07/16**

**Title of Programme**

Executive Master of Business Administration

**Brief note about nature of change:** change to require online submission

**For students starting from MT 2016**

**For first examination from 2017-18**

**Location of change**

In *Examination Regulations* 2015

**Detail of change**

**§5. Examination of Students**

1. The examination for the Degree of Master of Business Administration shall be under the supervision of the EMBA Committee. The subjects of each examination shall be determined by regulation by the committee, which shall have power to arrange lectures and courses of instruction for the assessment. The assessment shall consist of:

- (a) course assignments;
- (b) written examinations;
- (c) oral presentations;
- (d) written or oral reports on a business project approved by the committee;
- (e) class participation; and
- (f) an oral examination; provided that the committee shall have power by regulation to authorise the examiners to dispense individual candidates from the oral examination. This

provision notwithstanding, the examiners may, if they deem expedient, set a candidate a further written examination after examining the candidate orally.

Assignments and reports must be submitted online, as set out in the assessment section of the programme Weblearn site, ~~via WebLearn~~ by the stipulated submission date.

2. No candidate shall be permitted to take an examination under the preceding clause unless he or she has been admitted as a candidate for the examination in question by the committee and has satisfied any other conditions prescribed in the regulations for that course.

3. Unless otherwise provided in this sub-section, the number and distribution of examiners shall be as set out in the relevant regulation.

4. A candidate who has failed to satisfy the examiners in the examination may enter again on one, but not more than one, subsequent occasion for that part of the examination which he or she failed.

5. Candidates taking the course on a part-time basis must follow for not less than 21 months a course of instruction in Management Studies. Candidates must complete components (a) to (g) below:

- (a) all eight courses from the Schedule;
- (b) six electives, a maximum of two of which can be completed by taking equivalent (up to four) 'half' electives. The list of electives will be published by the Director of the part-time MBA not later than the first day of the first module of the second year of the programme;
- (c) an Entrepreneurship Project (EP);
- (d) the Global Rules of the Game integrative module;
- (e) the Strategic Leader integrative module;
- (f) the Business in Emerging Markets module;
- (g) Global Opportunities & Threats Oxford (GOTO).

6. Students must satisfy the examiners in all assessments associated with components (a)-(g) above, but may fail one of the eight courses from component (a), or one of the elective courses from component (b), or one of the components (d) to (g) and still pass the programme as a whole. Candidates may be required to attend an oral examination on any part.

7 The EMBA Committee shall have the discretion to permit any candidate to the part-time MBA to be exempted from up to four courses providing that the Committee is satisfied that such a candidate has completed equivalent study of an appropriate standard, and has passed the assessment associated with that equivalent study, on either the Postgraduate Diploma in Financial Strategy, the Postgraduate Diploma in Global Business, the Postgraduate Diploma in Organisational Leadership, or the Postgraduate Diploma in Strategy and Innovation (previously the Postgraduate Diploma in Advanced Strategy) no more than five years before initial registration for the part-time

MBA. Application for exemptions will only be permitted until 31st December 2017, after which candidates on any Postgraduate Diploma may only transfer onto the part-time MBA under clause 8 below.

8. The EMBA Committee shall have the discretion to permit any candidate to transfer onto the part-time MBA from either the Postgraduate Diploma in Financial Strategy, the Postgraduate Diploma in Global Business, the Postgraduate Diploma in Organisational Leadership, or the Postgraduate Diploma in Strategy and Innovation, providing that the Committee is satisfied that such a candidate has completed equivalent study of an appropriate standard on the four courses on the respective Postgraduate Diploma, and has passed the assessment associated with these four courses.

9. With the approval of the Director of the part-time MBA, a candidate may substitute core courses or electives on the part-time MBA with core courses from the Postgraduate Diploma in Financial Strategy, the Postgraduate Diploma in Global Business, the Postgraduate Diploma in Organisational Leadership, the Postgraduate Diploma in Strategy and Innovation, or M.Sc. in Major Programme Management, assuming that core course falls within the permitted registration period for the part-time MBA.

10. The examiners may award a distinction for excellence in the whole examination to candidates for the Degree.

11. In exceptional circumstances, a candidate wishing to take an examination later than the one to which he or she has been admitted may do so by application to the Chair of Examiners.

### **Explanatory Notes**

Change to require online submission