

HUMANITIES DIVISIONAL BOARD	
<b>Title of Programme</b>	Master of Studies in Medieval History
<b>Brief note about nature of change:</b>	These changes provide for online submission of coursework and clarify the conditions under which options may be taken, and examined, from other graduate programmes.
<b>Effective date</b>	For students starting from MT 2016  For first examination from 2016-17
<b>Location of change</b>	In <i>Examination Regulations</i> online
<b>Detail of change</b>	<p><sup>1.1</sup>The regulations of the Board of the Faculty of History are as follows:</p> <p><sup>1.2</sup>1. Candidates for the M.St in Medieval History must follow for at least three terms a course of instruction and directed research and must, upon entering the examination, produce from their society a certificate to that effect.</p> <p><sup>1.3</sup>2. Candidates must attend such lectures, seminars, classes, and language courses as his or her supervisor shall determine, and undertake any language tests set by language teachers. Language and class teachers will report to the Chair of Examiners on a candidate's attendance and participation, and where appropriate test results, not later than Friday of ninth week of Trinity Term.</p> <p><sup>1.4</sup>3. Candidates will follow a core course in medieval history, focusing on historical methods and the interpretation of historical evidence, during Michaelmas Term. In consultation with the convenor of the core course they will select a historiographical or methodological problem in medieval history for individual in-depth study. On this agreed topic, candidates must submit <del>to the Chair of the Examiners of the M.St. in Medieval History, c/o Examination Schools, High Street, Oxford OX1 4BG, by noon on Monday of first week of Trinity Term two typewritten copies of</del> an essay of between 3,000 and 5,000 words <u>by noon on Monday of first week of Trinity Term. The essay should be uploaded to the Assignments section of the Medieval history WebLearn site. Each submission will require the candidate to make a declaration indicating that it is their own work.</u></p> <p><sup>1.5</sup>4. In Hilary Term candidates will be required to choose an option paper of historical study within the field of medieval history, as offered by the History Faculty. A descriptive list of option papers will</p>

be published by the Faculty of History in September for the academic year ahead (not all options may be available in every year). The definitive list of option papers for any year will be posted on the Faculty's graduate notice board not later than Friday of third week of Michaelmas Term of the academic year in which the paper is to be taken. Candidates wishing to take an option paper from another programme offered by the History Faculty, and exceptionally, by other faculties, may do so with the permission of the Programme Convenor, the person responsible for the delivery of the requested option paper, the candidate's supervisor, and the DGS. Such candidates will be assessed according to the regulations with respect to the form of assessment and deadlines governing that option (i.e. the regulations of the paper under which the option paper is offered), but the modes of assessment and deadlines for the Master of Studies in Medieval History will remain in force.

Candidates must submit ~~to the Chair of the Examiners of the M.St. in Medieval History, at the address above, by noon on Monday of first week of Trinity Term two typewritten copies of~~ an extended essay (of between 8,000 and 10,000 words) based on an aspect of the chosen option paper. The essay should be uploaded to the Assignments section of the Medieval History WebLearn site by noon on Monday of first week of Trinity Term. Each submission will require the candidate to make a declaration indicating that it is their own work.

<sup>1.6</sup>5. The examiners may make the marks awarded to the candidates for the written work known to the Director of Graduate Studies where necessary for the purpose of grant applications and progression assessments. However, the pass list shall be issued only following the completion of the whole examination, including submission and final assessment of the dissertation.

<sup>1.7</sup>6. Candidates must choose, after due consultation with their supervisor, a topic for a dissertation based on their individual research. Candidates are required to ~~submit/upload two typewritten copies of~~ the dissertation, which shall not normally exceed 15,000 words, to the ~~Chair of the Examiners, at the address above~~ Assignments section of the Medieval History WebLearn site, at the latest by 12 noon on the last Friday in August of the academic year in which they are registered for the degree. Each submission will require the candidate to make a declaration indicating that it is their own work.

<sup>1.8</sup>7. The examiners may award a distinction to candidates who have performed with special merit in the whole examination.

<sup>1.9</sup>8. A candidate who fails the examination will be permitted to retake it on one further occasion only, not later than one year after the initial attempt.

<sup>1.10</sup>Such a candidate whose dissertation has been of satisfactory standard may resubmit the same piece of work, while a candidate who has reached a satisfactory standard on the written work will not be required to retake that part of the examination.

**Explanatory Notes**

These changes provide for online submission of coursework and clarify the conditions under which options may be taken, and examined, from other graduate programmes.

Online submission was provisionally approved by the History Faculty Board at its meeting in Week 3 of Trinity Term 2016, pending discussion at History Graduate Studies Committee in Week 4 of Trinity Term, which approved the measure. Online submission has been consistently recommended by external examiners, and is supported by students; our expectation is that it will be administratively more straightforward than paper-based submission, that it will allow speedier despatch of materials to externals and that it will permit additional benefits, such as automatic checking for word-length and plagiarism.

The freedom to take options from other courses has long been a feature of some of the Faculty's PGT programmes (notably in Economic and Social History and History of Science, Medicine and Technology). The Faculty would like to extend this opportunity to students taking other PGT courses. A recommendation to that effect was approved at History GSC in Week 4 of Hilary Term 2016 and approved at the subsequent meeting of the History Board in Week 8 of Hilary Term 2016. We believe that there will be sufficient administrative resources in the soon-to-be-established History Academic Office to support these two initiatives.

