HISTORY Divisional Board

Approved by officers on behalf of Education Committee on 16 July 2019

Title of Programme/ Name of Regulation
Honour School of History and English

Brief note about nature of change: Change to mode of submission

Location of change
In Examination Regulations 2018 (http://www.admin.ox.ac.uk/examregs/2018-19/hsohistandengl/)

Effective date
For students starting from MT 2018
For first examination from 2019-20

Detail of change

New text underlined, deletions struck-through:

1.7 (b) For submission of English Language and Literature papers: Two typed copies of each extended essay or portfolio must be delivered by hand to the relevant Chair of Examiners, Examination Schools, High Street, according to the deadlines specified in the regulations for each subject. It is additionally strongly recommended that the candidate keep a third copy of their submission. A certificate signed by the candidate to the effect that each extended essay or portfolio is the candidate's own work, and that the candidate has read the History Faculty and English Language and Literature Faculty guidelines on plagiarism, must be presented together with each submission (see (f) below). Certificates will be circulated to candidates for completion by the History Faculty Office and the English Faculty Office.

(c) For submission of History papers: Candidates must submit electronically using the approved online submission system according to the deadlines specified in the regulations for the Honour School of History. Procedures governing this process will be published by the Board.
(d) For submission of the interdisciplinary bridge paper and the interdisciplinary
dissertation: Candidates must submit electronically using the approved online submission
system according to the deadlines given below. Procedures governing this process will be
published by the Board.

1.8(e) (c) Every submission must be the work of the candidate alone, and he or she may not
discuss with any tutor either his or her choice of content or the method of handling it after
the last date indicated in the regulations for each subject.

1.9(f) (d) Essays previously submitted for the Honour School of History and English may be
re-submitted. No essay will be accepted if it has already been submitted, wholly or
substantially, for a final honour school or other degree of this University, or degree of any
other institution.

1.10(g) (e) Essays may be penalised that are deemed to be either too short or of excessive
length in relation to the word limits specified in the regulations for each subject.

1.112. History and English papers

1.12(i) One compulsory interdisciplinary bridge paper, which shall be examined by an
extended essay of between 5,000 and 6,000 words, including footnotes and notes but
excluding bibliography. The list of topics for this paper shall be published to candidates by
the beginning of the first week of the Michaelmas Term in the year preceding the final
examination, and shall be available thereafter from the English Faculty Office and the
History Faculty Office.

1.13Candidates must obtain written approval from the Chair of Examiners for the Honour
School of History and English for the proposed essay title, not later than Friday of the
eighth week of the Hilary Term in the first year preceding the final examination of the Final
Honour School.

1.14The candidate must deliver two typed copies of the bridge paper essay by hand to the
Chair of Examiners for the Joint School of History and English, at the Examination Schools,
High Street, by noon on Friday of the first week of the Trinity Term in the final year
preceding the final examination. A certificate, signed by the candidate to the effect that
each essay is the candidate's own work, and that the candidate has read the History
Faculty and English Language and Literature Faculty guidelines on plagiarism, must be
presented together with the submission (see the introductory regulations for ‘submitted
work’ for the Honour School of History and English). Candidates must submit their bridge
paper essay electronically by no later than noon on Friday of first week of Trinity term of the
final year of the Final Honour School using the approved online submission system.
Procedures governing this process will be published by the Board.

Explanatory Notes

History has adopted the introduction of submission of digital copies via WebLearn to be first
used in academic year 2017-18 with the History of the British Isles submitted essays in year
2, and to continue on from there in all future years. English has not yet introduced digital
submission. Candidates have however been informed, via the course handbooks and the
Examining Conventions documents, that submission for the Compulsory Interdisciplinary
Dissertation, History and English Bridge Essay, and History Special Subject Extended
Essay is now digital and not in hard copy, so the exam regs must be changed to be in line with current practice.