

## Humanities Divisional Board

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

### **Title of Programme/ Name of Regulation**

Final Honour School of History and Modern Languages

**Brief note about nature of change:** Clarification of Optional Additional Thesis regulations.

### **Location of change**

In *Examination Regulations 2018* (<http://www.admin.ox.ac.uk/examregs/2018-19/hsohandmodelang/>)

### **Effective date**

**For students starting from MT 2017**

**For first examination from 2019-20**

### **Detail of change**

*New text underlined, deletions struck-through:*

1.17 In addition to the compulsory papers listed below, candidates who so desire may offer an optional additional thesis in accordance with Regulation VII. *An Optional Additional Thesis* of the Honour School of History *q.v.*, modified as follows:

1.18 ~~(a) the subject shall, to the satisfaction of the examiners, fall within the scope of the Honour School of History and Modern Languages; or~~

1.19 ~~(b)~~ (a) the prizes listed in that regulation with the addition of the Sir John Rhys Prize;

1.20 ~~(c) theses must be submitted to the Chair of the Examiners, Honour School of History and Modern Languages, Examination Schools, High Street, Oxford~~ (b) Candidates must submit their thesis electronically by not later than noon on Monday of week 1 of the 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.

1.21 ~~(a)~~ (c) Cl.10 For 10. The Final Honour School Examiners will arrive at a formal degree

result [...] all papers awarded a mark below 50 will be included.’ read ‘The Final Honour School Examiners will arrive at a formal degree result for candidates who submit an Optional Additional Thesis by taking the marks awarded for the 2 language papers and the oral examination, together with the highest seven marks out of the eight content papers submitted, except that the Optional Additional Thesis may not substitute for a mark lower than 50. Thus, the papers to be included are determined by the following procedures:

1.22(i) In the event that the Optional Additional Thesis is awarded a mark below 50, it will be disregarded and the formal degree result will be determined solely by the marks awarded for the compulsory papers.

1.23(ii) In the event that the Optional Additional Thesis is awarded a mark of 50 or above, the content paper awarded the lowest mark of 50 or above (which may be the Optional Additional Thesis) will be disregarded. All other content papers awarded a mark of 50 or above, and all content papers awarded a mark below 50, together with the marks awarded for the 2 language papers and the oral examination, will be included.

(...)

1.27 The candidate will submit a title and short statement of up to fifty words on the manner in which he/she proposes to treat the topic, together with a note from his/her tutor approving the topic, addressed to the convener of the Joint School of History and Modern Languages, c/o the History Faculty, no later than Monday of sixth week of Trinity Term of ~~his/her second year of the first year of the Final Honour School~~. Titles will be approved by the convener ~~and one other member of the Standing Committee~~ of the Joint School of History and Modern Languages. Notification of whether or not approval is forthcoming will be given by eighth week of Trinity Term.

1.28 Changes to the title must be submitted to the convener of the joint school at the latest by the Friday of fourth week of the Hilary Term of the ~~candidate's~~ final year of the Final Honour School. Notification of whether or not approval is forthcoming will be given no later than fourth week of the Hilary Term of the ~~candidate's~~ final year of the Final Honour School. ~~Bridge essays on approved titles should be submitted to the Chair of the Examiners for the Joint School of History and Modern Languages at the Examination Schools, High Street, Oxford, by noon on the Tuesday of ninth week in the Hilary Term preceding the examination. Every candidate shall present a certificate, signed by him or herself and by his or her College History Tutor, in a separate envelope bearing the candidate's examination number. The certificate should declare (using a specified form available from the History Faculty Office and Faculty website) that (a) the bridge essay is the candidate's own work, (b) that it does not exceed 10,000 words in length (including footnotes but not including bibliography and translations from quotations), (c) that no more than the specified maximum amount of advice and assistance (no more than five hours of preparatory or advisory meetings and/or email consultations) from college or external advisers has been received. Candidates must submit their bridge essay electronically by not later than noon on Tuesday of week 9 of the Hilary 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.~~ In the rare cases when a candidate is dispensed from the requirement to spend a year abroad after their second year, that candidate shall not be required to submit their Bridge Essay until noon on Friday of noughth week of the Trinity

Term of the final year of the Final Honour School ~~preceding the examination~~. Any changes in title for such candidates should be submitted to the convenor of the joint school by the fourth week of Hilary Term of the final year. Notification of whether approval is forthcoming will be given no later than sixth week of Hilary Term of the final year.

<sup>1.29</sup>A first draft of the bridge essay may be read and commented on, but not corrected in matters of detail and presentation, by the bridge essay adviser.

### **Explanatory Notes**

The Faculty adopted the gradual 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. This wording has gone into the Exam Regs for the British History Essays and for the Special Subject Extended Essays, but unfortunately the regs retain the old wording for the thesis. Candidates have however been informed, via the course handbooks and the Examining Conventions documents, that submission is now digital and not in hard copy, so the exam regs must be changed to be in line with current practice.

The HML JSC agrees that the current wording of the regulation is unnecessarily confusing to students, and wishes to remove the wording 'The subject shall, to the satisfaction of the examiners, fall within the scope of the Honour School of History and Modern Languages.