

Humanities Divisional Board

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

Title of Programme/ Name of Regulation

Honour School of History

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/hschoofhist/>)

Effective date

For students starting from MT 2018

For first examination from 2019-20

Detail of change

New text underlined, deletions struck-through:

B

^{1.26}~~B~~¹. History of the British Isles: any one from a list of Outline and Theme papers defined by the Faculty Board. No candidate may offer a period similar to one offered when passing the Preliminary Examination. Illegal combinations will be specified by the Board.

^{1.27}The History of the British Isles is taken to include the history of England, Wales, Scotland and Ireland, and of other territories in so far as they are specifically connected with the History of Britain.

^{1.28}Candidates will be examined by means of three essays of no more than 2,000 words each, under titles from a question paper published by the examiners on the Wednesday of eighth week of the Trinity Term in the first year of the Final Honour School ~~in the year preceding the examination~~. The essays must be submitted electronically by noon on Friday of ninth week of that term using the approved online submission system. Detailed

procedures governing this process will be published by the Board.

^{1.29}B2. European & World History: any one from a list of Outline and Theme papers defined by the Faculty Board. No candidate may offer a period similar to one offered when passing the Preliminary Examination. Illegal combinations will be specified by the Board.

^{1.30}B3. Further Subject: any one from a list of subjects defined by the Faculty Board, to be studied with reference to primary sources. Illegal combinations of Further and Special Subject will be specified by the Board.

^{1.31}B4. Special Subjects: any one from a list of subjects defined by the Faculty Board, to be studied with reference to primary sources.

^{1.32}Candidates will be examined in two ways: a timed paper comprising compulsory passages for comment; and an extended essay of no more than 6,000 words under a title from a question paper published by the examiners on the Friday of fourth week of the Michaelmas Term in the final year of the Final Honour School ~~year of examination~~. The extended essay must be submitted electronically by noon on the Friday before the beginning of Hilary Full Term in the final year of the Final Honour School ~~in the year of examination~~ using the approved online submission system. Procedures governing this process will be published by the Board.

^{1.33}B5. Disciplines of History

^{1.34}Candidates will be expected to answer two examination questions selected from a paper divided into two sections. One question must be answered from each section. The sections are:

^{1.35}1. Making Historical Comparisons;

^{1.36}2. Making Historical Arguments.

^{1.37}B6. A Thesis from Original Research

^{1.38}1. Candidates must submit a thesis as part of the fulfilment of their final examination.

^{1.39}2. Theses shall normally be written during the Hilary Term of the final year of the Final Honour School. All theses must be submitted electronically not later than noon on Friday of eighth week of the Hilary Term of the final year using the approved online submission system.

^{1.40}3. A candidate may submit

^{1.41}(a) any essay or part of any essay which the candidate has submitted or intends to submit for any university essay prize; or

^{1.42}(b) any other work.

^{1.43}4. The provisos in sub-clause 3 above shall not debar any candidate from submitting work based on a previous submission towards the requirements for a degree of any other university provided that:

^{1.44}(i) the work is substantially new;

^{1.45}(ii) the candidate also submits both the original work itself and a statement specifying the extent of what is new. The examiners shall have sole authority to decide in every case whether proviso (i) to this clause has been met.

^{1.46}5. Every candidate must submit the title proposed together with a typed synopsis of the thesis topic and proposed method of investigation (no more than 250 words) and the written approval of their College History Tutor to the Chair of the Examiners for the Honour School of History, the History Faculty, George Street, Oxford, not earlier than the beginning of Trinity Full Term in the first year of the Final Honour School ~~in the year preceding that in which the candidate takes the examination~~ and not later than the Friday of sixth week of Michaelmas Term in the final year of the Final Honour School. If no notification is received from the Chair of Examiners by the first Monday of Hilary Full Term of the final year, the title shall be deemed to be approved. Any subsequent changes to title require formal application to the Chair of Examiners by the Friday of Week 4 of the Hilary Term of the final year and subsequent approval.

(...)

^{1.49}8. ~~All candidates must submit two copies of their thesis, addressed to the Chair of Examiners, Honour School of History, Examination Schools, High Street, Oxford, not later than noon on Friday of eighth week of the Hilary Term of the year in which they are presenting themselves for examination. The University's regulations on Late Submission of Work will apply. Every candidate shall present a certificate, signed by him or herself, in a separate envelope bearing the candidate's examination number, addressed to the Chair of Examiners. The certificate (forms are available from the History Faculty Office) should declare that (a) the thesis is the candidate's own work, (b) that no substantial portion of it has been presented for any other degree course or examination, (c) that it does not exceed 12,000 words in length, except in the case that a candidate is submitting a thesis as a critical edition of a text, in which case the regulations on word length in sub-clause 10, sections iii and x, below, apply, (d) that no more than five hours have been spent in preparatory or advisory meetings between the candidate and his or her College History Tutor or thesis adviser, and (e) that only the first draft of the thesis has been seen by the thesis adviser. Candidates delivering theses will be required to complete a receipt form, which will only be accepted as proof of receipt if it is countersigned by a member of the Examination Schools staff. All candidates must submit their thesis electronically by no later than noon on Friday of eighth week of 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.~~

(...)

^{1.63}B7. An Optional Additional Thesis

(...)

^{1.70}7. ~~Candidates must submit two copies of their theses, addressed to the Chair of Examiners, Honour School of History, Examination Schools, High Street, Oxford, not later than noon on Monday of first week of the Trinity Term of the year in which they are~~

~~presenting themselves for examination. Every candidate shall present a certificate signed by him or herself and by a College History Tutor or thesis adviser, in a separate envelope bearing the candidate's examination number, addressed to the Chair of Examiners. The certificate (forms are available from the Faculty Office) should declare that (a) the thesis is the candidate's own work, (b) that no substantial portion of it has been presented for any other degree course or examination, (c) that it does not exceed 12,000 words in length. Candidates must submit their thesis electronically by no later than noon on Monday 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

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.