

## Humanities Divisional Board

**Approved by officers on behalf of the Board on 28<sup>th</sup> November 2019 at the History Faculty Undergraduate Studies Committee.**

**Approved by Humanities Division 20/12/2019.**

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

Honour School of History of Art

### **Brief note about nature of change:**

Change to submission methods for BA Theses.

### **Location of change**

In *Examination Regulations 2018-2019*: (<https://www.admin.ox.ac.uk/examregs/2018-19/hsohistofart/studentview/>) and

*Examination Regulations 2019-2020*: (<https://www.admin.ox.ac.uk/examregs/2019-20/hsohistofart/studentview/>)

### **Effective date**

For students starting the Final Honour School from MT 2018

For first examination in 2019-20

### **Detail of change**

~~1.66~~8. All candidates must submit two copies of their thesis, addressed to the Chair of Examiners, Honour School of History of Art, 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.

All theses must be submitted electronically not later than noon on Friday of week 8 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. The University's regulations on late submission of work will apply.

~~Every candidate shall present a certificate, signed by him or herself and by his or her College History of Art Co-ordinator in a separate envelope bearing the candidate's examination number, addressed to the Chair of Examiners. The certificate (forms are available from the History of Art Department)~~

~~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, (d) that no more than five hours have been spent in preparatory or advisory meetings between the candidate and his or her Undergraduate Thesis Adviser, and (e) that only the first draft of the thesis has been seen by the Undergraduate 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.~~

### **Explanatory Notes**

This change is made in order to reflect the change to electronic submission for BA Theses.

As this is an in-year request, Education Committee approval is required. The current students have been consulted with and no concerns have been raised.

An online submission WebLearn site has been created by the Examination Schools for the course