

Education Committee

Approved at the meeting of Taught Degrees Panel of Education Committee of 18 June 2019

Regulations for the Conduct of University Examinations: Part 6 External Examiners

Brief note about nature of change: change to the regulations to introduce external assessors

Location of change

In *Examination Regulations 2018*, Regulations for the Conduct of University Examinations: Part 6 External Examiners, <http://www.admin.ox.ac.uk/examregs/2018-19/rftcoue-p6exteexam/>

Effective date

From MT19

Detail of change

1. Amend page title as follows (new text underlined):

'Regulations for the Conduct of University Examinations: Part 6 External Examiners and Assessors'

2. Amend citation 1.1-1.8 as follows (new text underlined, deleted text struck through):

'6.1. Each supervisory body or nominating committee acting on its behalf *must* nominate as an external examiner for each University Examination (except the First Public Examination) for which it is responsible a person to act as an external arbiter of standards and *may* nominate a person as an external examiner-assessor to provide academic expertise not otherwise obtainable from within the University.

6.2. Supervisory bodies or nominating committees must submit nominations for external examiners and assessors to the Proctors by **[Until MT 2019: 1 October, i.e. the beginning of]****[From MT 2019: 1 November]** in the academic year in which the external examiners and assessors will serve. The Proctors are responsible for the approval of external examiners.

6.3. The term of office for an external examiner shall be designated in standing orders, and shall be either three or four years. Exceptionally, this may be extended by one year. No external examiner may serve for more than five years.

6.4. The term of office for an external assessor shall be designated in standing orders, and shall be either three or four years. Individuals may be reappointed.

6.54. An external examiner who fails to submit the annual report required by the University may continue in office only with the permission of the Pro-Vice-Chancellor (Education) or the Proctors.

6.65. A person holding a post in the University or any college or other Oxford institution associated with the University in the examination of candidates may not be approved or designated as an external examiner or assessor.

6.76. Unless they are appointed to examine separate subjects or in separate parts of a University Examination divided into formal parts, no two persons who are, or have been during the preceding two years, on the teaching staff of the same university or other institution shall normally be nominated to serve at the same time as external examiners in the same University Examination.

6.87. External examiners and assessors shall be entitled to a retaining fee up to but not exceeding an amount determined from time to time by the Planning and Resource Allocation Committee of Council.

6.98. The provisions of regulations 4.6, 4.7, and 4.8 in Part 4 of these regulations which concern leave of absence, death, resignation, and removal in the case of examiners shall apply, with any necessary modifications, to external examiners and assessors.'

Explanatory Notes

At its' meeting in Week 8 of Trinity term 2019, Taught Degrees Panel agreed a change to differentiate external examiners (arbiters of standards) from a new category of external assessors (provision of academic expertise not otherwise available within the University).

Education Committee

Approved at the meeting of Taught Degrees Panel of Education Committee of 18 June 2019

Regulations for the Conduct of University Examinations: Part 7 Assessors

Brief note about nature of change: change to the regulations to regarding assessor nominations

Location of change

In *Examination Regulations 2018*, Regulations for the Conduct of University Examinations: Part 7 Assessors, <http://www.admin.ox.ac.uk/examregs/2018-19/rftcoue-part7asse/>

Effective date

From MT19

Detail of change

1. Amend citation 1.3 as follows (deleted text struck through):

~~'(1) Persons who are either full members of a Faculty of the University, or have examining duties included in their employment contract;'~~

2. Amend citation 1.6 as follows (deleted text struck through):

~~'(1) Persons who are not full members of a Faculty of the University, have no examining duties in their contracts, and have never acted as an assessor at the University of Oxford before, on their first appointment as an assessor only;'~~

Explanatory Notes

At its' meeting in Week 8 of Trinity term 2019, Taught Degrees Panel agreed a change to the criteria for nomination of assessors – to remove the reference to examining duties in contracts.

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

General Regulations Governing Research Degrees

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/grgoveresedegr/> as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting their thesis from MT 2019

Detail of change

Amend section 7 (cit. ref. 1.89-1.117 and 1.122-1.123) as indicated, new text underlined, deleted text struck through.

2. Preparation and submission of theses for the Degrees of M.Litt., M.Sc. by Research, and D.Phil.*(i) Text and footnotes*

~~Candidates should note that the purpose of these regulations is not only to ease the task of the examiners (which is obviously in the candidates' interests), but also to ensure that the copy finally deposited in the Bodleian or other university library is of a standard of legibility which will allow it (subject to applicable copyright rules) to be photocopied or microfilmed if required in future years.~~

~~The thesis must be printed or typed with a margin of 3 to 3.5 cm on the left-hand edge of each page (or on the inner edge, whether left hand or right hand, in the case of a thesis which is printed on both sides of the paper). Theses in typescript should present the main text in double spacing with quotations and footnotes in single spacing. In the case of word-processed or printed theses, where the output resembles that of a~~

typewriter, double-spacing should be taken to mean a distance of about 0.33 inch or 8 mm between successive lines of text. Candidates are advised that it is their responsibility to ensure that the print of their thesis is of an adequate definition and standard of legibility.

Footnotes should normally be placed at the bottom of each page. Where they are given at the end of each chapter or at the end of the thesis, two separate unbound copies of footnotes should also be presented, for the convenience of the examiners.

Candidates should carefully note the regulations concerning word limits which individual boards have made. In such cases, candidates should state the approximate number of words in their theses.

Theses must be submitted in English unless for exceptional reasons a board otherwise determines in the term in which the candidate is first admitted as a research student.

The pages of the thesis must be numbered. Each copy should have an abstract included (see below).

(ii) Proof-reading

Work submitted for examination must be solely the work of the candidate, except where otherwise clearly indicated. It is not permitted for a student to ask or allow someone else to make material changes to their work, for example, by rewriting passages of text or rewriting formulae or code. Failure to adhere to these regulations could constitute a breach of academic integrity and contravene the Proctors' Disciplinary Regulations for Candidates in Examination.

Candidates are responsible for the proof-reading of their work. Proof-reading by a third party is acceptable provided it constitutes no more than advice on the following: spelling and punctuation, formatting, grammar and syntax. A third party may not be used to change the text of the thesis so as to clarify, develop or change the ideas and arguments, reduce the length of the thesis, provide help with referencing, correct information within the thesis, or translate the thesis into English.

(iii) Examiners' copies: binding and presentation

At the time of their examination, candidates must submit two copies of their thesis, which must be securely and firmly bound in either hard or soft covers. Loose-leaf binding is not acceptable. Candidates are responsible for ensuring that examiners' copies are securely bound and should note that theses which do not meet this requirement will not be accepted.

Fine Art candidates offering studio practice as part of their submission must submit, together with the written portion of their thesis, documentation in appropriate form of the exhibition or portfolio of works to be examined. Wherever possible, this documentation should be bound with the written portion of the thesis.

Candidates should pack each copy of the thesis intended for the examiners into a separate but unsealed parcel or padded envelope, ready in all respects, except the address, to be posted to the examiners when appointed. Each parcel should bear the

candidate's name and society and the words 'M.LITT./M.SC./D.PHIL. (as appropriate) THESIS AND ABSTRACT' in BLOCK CAPITALS in the bottom left-hand corner. A slip giving the address to which the examiners should write in order to contact the candidate about arrangements for the oral examination should be enclosed with each copy of the thesis. Candidates are responsible for ensuring that their examiners have no difficulty in communicating with them. The separate copies thus packed should be submitted to the Examination Schools, High Street, Oxford. If sent or posted they should be enclosed in one covering parcel.

The theses of candidates who fail to follow this advice are liable to delay in being forwarded to the examiners.

(iv) Date of submission of examiners' copies

Candidates may submit the examiners' copies of their thesis, prepared as described above, at the same time as they apply for the appointment of their examiners. If they intend, however, to submit the examiners' copies at a later date, they will be required to state, at the time of their application for appointment of examiners, the date by which they will submit. This should be as soon as possible after the date of application and may in no case be later than the last day of the vacation immediately following the term in which application for the appointment of examiners has been made.

(v) Library copies: binding and presentation

Once the board has granted a candidate leave to supplicate, he or she must submit a finalised copy of the thesis, as approved by the examiners, to the Examination Schools for deposit in the relevant university library. [For candidates admitted on or after 1 October 2007: The candidate must also submit an electronic copy to the Oxford Research Archive. (Candidates whose thesis has been prepared in non-standard media such as to make electronic submission impracticable may apply to the Proctors for exemption from this requirement.)] These should incorporate any corrections or amendments which the examiners may have requested of the candidate. The examiners must confirm in writing in their report to the board that any corrections required have been made.

The library copy of the thesis must be in a permanently fixed binding, drilled and sewn, in a stiff board case in library buckram, in a dark colour, and lettered on the spine with the candidate's name and initials, the degree, and the year of submission.

Fine Art candidates offering studio practice as part of their submission must submit the written portion of their thesis together with documentation in appropriate form of their exhibition or portfolio of works. Wherever possible, this documentation should be bound with the written portion of the thesis.

Candidates should note that leave to supplicate is conditional upon receipt by the Examination Schools of the library copy of their thesis and [for candidates admitted on or after 1 October 2007, receipt by the Oxford Research Archive of an electronic copy and [for candidates supplicating on or after 1 July 2013] receipt by the Examination Schools of the library copy of the thesis and receipt by the Oxford Research Archive of the electronic copy of the thesis no later than by the end of the fifth day before the date

of the degree ceremony booked by the candidate for conferral of their degree and that candidates may not proceed to take their degree until they have fulfilled the requirement [by the stipulated deadline for those supplicating on or after 1 July 2013] to submit a library copy of the thesis and [for candidates admitted on or after 1 October 2007]: an electronic copy (unless an exception to the requirement to submit an electronic copy of the thesis has been granted by the Proctors)].

(vi) Dispensation from Consultation of Thesis (D.Phil, M.Litt. M.Sc. by Research)

A candidate may apply to the relevant board for dispensation from consultation of thesis for all or part(s) of the hard copy and/or digital version of his or her thesis if a good reason is presented. Applications should be submitted to the relevant board and should be supported by the student's supervisor. If dispensation from consultation is granted, access to the hard copy and/or digital thesis will be restricted from the date of deposit, and will not be made available for consultation until the approved end date.

In exceptional circumstances, a candidate's supervisor may apply to the relevant board for dispensation from consultation of thesis, or an extension to an existing dispensation from consultation. Every effort should first be made to consult the candidate on the proposed application. The board has the power to grant the supervisor's request provided it is satisfied that the request is appropriate and relevant.

(vii) Abstracts

The abstract of the thesis should concisely summarize its scope and principal arguments, in about 300 words. It should be printed or typewritten, on one side only, of A4 sized paper. Each copy of the abstract should be headed with the title of the thesis, the name and college of the candidate, the degree for which it is submitted, and the term and year of submission.

One copy of the abstract prepared at the time of the examination should be bound into each of the examiners' copies of the thesis. Subsequently, when the examination is completed, candidates should also arrange for a copy of the abstract to be bound into the library copy of their thesis, and should submit with the library copy a separate, unbound copy of their abstract which may be despatched to ASLIB and published. The copy of the abstract which is earmarked for dispatch to ASLIB should be presented separately in a form suitable for microfilming, i.e. it should be (1) on one side of a single sheet of A4 paper, (2) a typed, single spaced top copy, a clear photocopy, or a printed copy (i.e. it should not be a carbon or poor photocopy), and (3) headed up with name, college, year and term of submission, and the title of the thesis.

It should be noted that some boards have made regulations requiring the submission of more detailed abstracts in addition to the general requirement of an abstract not normally exceeding 300 words.

(i) Text and footnotes

Candidates should note that the purpose of these regulations is not only to ease the task of the examiners (which is obviously in the candidates' interests), but also to ensure that the copy finally deposited in the Bodleian or other university library is of a

standard of legibility which will allow it (subject to applicable copyright rules) to be photocopied or microfilmed if required in future years.

The thesis must be word-processed with a margin of 3 to 3.5 cm on the left-hand edge of each page. The main text should be double-spaced with quotations and footnotes in single spacing. Double spacing should be taken to mean a distance of about 0.33 inch or 8 mm between successive lines of text. Text should be typed using an easily readable font, with a minimum font size of 11 pt. Footnotes should be font size 10 pt.

Footnotes should normally be placed at the bottom of each page. Where they are given at the end of each chapter or at the end of the thesis, a separate pdf of footnotes should be uploaded to the Research Digital Thesis Submissions (RTDS) application under "Additional Materials", for the convenience of the examiners.

Candidates should carefully note the regulations concerning word limits which individual boards have made. In such cases, candidates should state the approximate number of words in their thesis.

Theses must be submitted in English unless for exceptional reasons a board otherwise determines in the term in which the candidate is first admitted as a research student.

The thesis must have an abstract included (see vii below), and the pages of the thesis must be numbered.

(ii) Proof-reading

Work submitted for examination must be solely the work of the candidate, except where otherwise clearly indicated. It is not permitted for a student to ask or allow someone else to make material changes to their work, for example, by rewriting passages of text or rewriting formulae or code. Failure to adhere to these regulations could constitute a breach of academic integrity and contravene the Proctors' Disciplinary Regulations for Candidates in Examination.

Candidates are responsible for the proof-reading of their work. Proof-reading by a third party is acceptable provided it constitutes no more than advice on the following: spelling and punctuation, formatting, grammar and syntax. A third party may not be used to change the text of the thesis so as to clarify, develop or change the ideas and arguments, reduce the length of the thesis, provide help with referencing, correct information within the thesis, or translate the thesis into English.

(iii) Examiners' copies

At the time of their examination, candidates must submit a digital pdf copy of their thesis via RTDS. Additional materials (footnotes, appendices, image files, etc.) should be saved within a single zip file and uploaded at the same time. The thesis may be subject to scanning by text-matching software.

Fine Art candidates offering studio practice as part of their submission must submit, together with the written portion of their thesis, documentation in appropriate form of the exhibition or portfolio of works to be examined. Wherever possible, this documentation should be contained within the written portion of the thesis but can be uploaded as a

separate file under "Additional Materials" if necessary. Where this is not possible, two copies of additional items should be submitted to the Research Degrees Team, Examination Schools, High Street, Oxford OX1 4BG.

Candidates are responsible for ensuring that their examiners have no difficulty in communicating with them. Any change in address or contact details since application for the appointment of examiners must be notified immediately to the Research Degrees Team (researchdegrees@admin.ox.ac.uk).

Examiners may request a soft-bound copy of the thesis from the Research Degrees Team.

(iv) Date of submission of examiners' copies

Candidates may submit the digital examination copy of their thesis, prepared as described above, at the same time as they apply for the appointment of their examiners. If they intend, however, to submit the examiners' copy at a later date, they will be required to state, at the time of their application for appointment of examiners, the date by which they will submit. This should be as soon as possible after the date of application and may in no case be later than the last day of the vacation immediately following the term in which application for the appointment of examiners has been made.

(v) Library copies: binding and presentation

Once the board has granted a candidate leave to supplicate, they must submit a finalised copy of the thesis, as approved by the examiners, to the Examination Schools for deposit in the relevant university library. The candidate must also submit an electronic copy of this finalised thesis to the Oxford Research Archive. These should incorporate any corrections or amendments which the examiners may have requested of the candidate. The examiners must confirm in writing in their report to the board that any corrections required have been made.

The library copy of the thesis must be in a permanently fixed binding, drilled and sewn, in a stiff board case in library buckram, in a dark colour, and lettered on the spine with the candidate's name and initials, the degree, and the year of submission.

Fine Art candidates offering studio practice as part of their submission must submit the written portion of their thesis together with documentation in appropriate form of their exhibition or portfolio of works. Wherever possible, this documentation should be bound with the written portion of the thesis.

Candidates should note that leave to supplicate is conditional upon receipt by Student Registry of the library copy of the thesis and receipt by the Oxford Research Archive of the electronic copy of this finalised thesis no later than by the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree. Candidates may not proceed to take their degree until they have fulfilled this requirement.

(vi) Dispensation from Consultation of Thesis (D.Phil, M.Litt. M.Sc. by Research)

A candidate may apply to the relevant board for dispensation from consultation of thesis for all or part(s) of the hard copy and/or digital version of their thesis if a good reason is presented. Applications should be submitted to the relevant board and should be supported by the student's supervisor. If dispensation from consultation is granted, access to the hard copy and/or digital thesis will be restricted from the date of deposit, and will not be made available for consultation until the approved end date.

In exceptional circumstances, a candidate's supervisor may apply to the relevant board for dispensation from consultation of thesis, or an extension to an existing dispensation from consultation. Every effort should first be made to consult the candidate on the proposed application. The board has the power to grant the supervisor's request provided it is satisfied that the request is appropriate and relevant.

(vii) Abstracts

The abstract of the thesis should concisely summarise its scope and principal arguments, in about 300 words. It should be placed within the thesis, generally immediately following the Table of Contents. When the examination is completed, the abstract should be included in the library copy of their thesis.

It should be noted that some boards have made regulations requiring the submission of more detailed abstracts in addition to the general requirement of an abstract not normally exceeding 300 words.

3. Conduct of Oral Examinations for the Degrees of M.Litt., M.Sc. by Research, and D.Phil.

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(v) Candidates may apply to the board concerned for the oral examination to be held not later than a certain date, provided that this date shall not be earlier than ~~one calendar month~~ four weeks after the date on which ~~the thesis has been received at the Examination Schools~~ the thesis was uploaded to RTDS or after the date on which the examiners have formally agreed to act, whichever is the later. If the board is satisfied that there are special circumstances justifying this application, it will ask the examiners to make arrangements to enable the oral examination to be held within the period specified. In such cases the examiners, when invited to act, will be informed that the candidate has asked that the oral examination should be held not later than a certain date, and acceptance of the invitation to examine will be on the understanding that they would seek to meet this request. If it is not practicable to meet the student's request, then the board shall decide how to proceed.

If, for any reason, examiners wish to hold a viva within ~~one calendar month~~ four weeks of receiving their copy of the thesis, notification should be sent to the relevant board, and the permission of the Proctors must be sought. This may be done by contacting the Proctors' Office giving details of the proposed arrangement and the reasons for the request. Under no circumstances will a viva be permitted to take place within 14 days of receipt of the thesis by the examiners.

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved at the meeting of Research Degrees Panel on 11 June 2019

General Regulations Governing Research Degrees

Brief note about nature of change: introduction of time limit for reinstatement

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/grgoveresedegr/> as amended by the Gazette notice of 25 July 2019.

Effective date

From MT 2019

Detail of change

Amend section 2 (cit. ref. 1.15) and section 5 (cit. ref. 1.71) as indicated, new text underlined, deleted text struck through.

§2. Admission of Candidates as Probationer Research Students

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7. A board may grant a student suspension from the Register or deprive a student of his or her their status; and in such cases it shall at all times follow procedures determined by the Education Committee by regulation. ~~Exceptionally a board may also reinstate a student to the Register, provided that the total number of terms a student has spent as a Probationer Research Student has not exceeded five terms in the case of a full-time student, or ten terms in the case of a part-time student.~~

8. Exceptionally, it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement to the Register as a Probationer Research Student. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Board provided that:

(i) no more than twenty-four months have passed since the student's name was removed from the Register; and

(ii) the number of terms the candidate spent with the status of a Probationer Research Student did not exceed five terms in the case of a full-time student, or ten terms in the case of a part-time student.

9. In exceptional circumstances, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students as a Probationer Research Student. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college.

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§5. Register of Graduate Students

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3. Reinstatement of Graduate Research Students to the Register

~~A student who has lapsed from the Register or has withdrawn or whose name has been removed from the Register by the board concerned may apply for reinstatement to his or her former status on the Register. Such applications shall be addressed by the student to the board concerned, and shall be accompanied by written statements commenting on the application from the candidate's college and former supervisor. The board shall reach a decision on such applications and shall determine the date from which any reinstatement granted under these provisions shall be effective. No reinstatement may be granted under these provisions if the student's name has been on the Register of students of the relevant status for the maximum number of terms allowed under the decree governing that status.~~

1. It shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement to their former status on the Register. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Board provided that:

(i) no more than twenty-four months have passed since the student's name was removed from the Register; and

(ii) the number of terms the candidate spent on the Register of Students did not exceed the maximum number of terms allowed under the regulations governing that status.

The board shall determine the date from which any reinstatement granted under these

provisions shall be effective.

2. Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the candidate's department/faculty, supervisor and college.

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

Research Degrees in History

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/rdegrinhist/> as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting theses from MT 2019

Detail of change

Amend clause 4 (cit. ref. 1.21-1.23) as indicated, new text underlined, deleted text struck through.

4. *Theses*

Theses submitted for the Degree of M.Litt. should not exceed 50,000 words and those submitted for the Degree of D.Phil. should not exceed 100,000 words, including all notes, appendices, any source material being edited, and all other parts of the thesis whatsoever, excluding only the bibliography and abstract; any thesis exceeding these limits is liable to be rejected on that ground. Any application for permission to exceed the limit should be submitted with a detailed explanation and statement of the amount of excess length requested, and with a covering letter from the supervisor. Applications should be made as soon as possible and may not be made later than the last day of the fifth week of the term before that in which application is made for appointment of examiners. The presentation and footnotes should comply with the requirements specified in the Regulations of the Education Committee for the degrees of M.Litt. and D.Phil. and follow the Conventions for the presentation of essays, dissertations and theses of the Faculty of History.

All candidates must submit with their thesis an abstract of the thesis, which shall not normally exceed 1,500 words for the M.Litt. or 2,500 words for the D. Phil., prepared by the student. This is in addition to the requirement to submit an abstract of not more than 300 words in length required by the Education Committee's regulations. Copies of both abstracts shall be bound into the copy of the thesis which shall be deposited in the Bodleian Library. ~~One loose copy of the 300 words abstract, printed on a single page, must be submitted together with the Library copy to the Examination Schools.~~

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

RDP(HT19)04

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

Research Degrees in Medieval & Modern Languages

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/rdimandmodelang/> as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting theses from MT 2019

Detail of change

Amend clause 4 (cit. ref. 1.38-1.41) as indicated, new text underlined, deleted text struck through.

4. *Theses*

Theses submitted for the Degree of M.Litt. should not exceed 50,000 words and those submitted for the Degree of D.Phil. should not exceed 80,000 words, excluding the bibliography and any text that is being edited but including notes, glossary, appendices, etc. Leave to exceed these limits will be given only in exceptional cases. Any application for permission to exceed the limit should be submitted with a detailed explanation and statement of the amount of excess length requested, and with a covering letter from the supervisor. Application must be made immediately it seems clear that authorisation to exceed the limit will be sought and normally not later than six months before the intended date of submission of the thesis.

Every candidate who is editing a text must also state the length of the text being edited.

In addition to the arrangements for an abstract of the thesis set out in the Education

Committee's regulations above, a fuller abstract of the thesis (which shall not normally exceed 1,500 words for the M.Litt. and 2,500 words for the D.Phil.) prepared by the student is required. A copy of the fuller abstract must be bound into the copy of the thesis which, if the application for leave to supplicate for the degree is successful, will be deposited in the Bodleian Library. ~~The fuller abstract may be bound into the two examiners' copies of the thesis if the candidate so desires.~~

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

RDP(HT19)04

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

Research Degrees in Physical Sciences

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/rdinphysscie/>

Effective date

For all students submitting theses from MT 2019

Detail of change

Amend clause 4 (cit. ref. 1.7-1.17) as indicated, new text underlined, deleted text struck through.

4. *Theses*

(a) Longer abstracts: Earth Sciences, Chemistry, and Engineering

~~Candidates for the Degrees of M.Sc. and D.Phil. in Earth Sciences must submit with their theses, in addition to the abstracts of them required of all candidates of up to 300 words, three copies of a longer abstract of not more than 1,500 words for the M.Sc. and 2,500 for the D.Phil., one copy of which shall be bound into the copy of the thesis which, if the application for leave to supplicate for the degree is successful, will be deposited in the Bodleian Library.~~

Candidates for the Degrees of M.Sc. and D.Phil. in Earth Sciences must submit with their theses, in addition to the abstract required of up to 300 words, a longer abstract of not more than 1,500 words for the M.Sc. and 2,500 for the D.Phil., which shall be bound into the copy of the thesis which, if the application for leave to supplicate for the degree is successful, will be deposited in the Bodleian Library.

~~Candidates for the Degrees of M.Sc. and D.Phil. in *Chemistry* or *Engineering* may if they wish submit with their theses, in addition to the abstract of them required of all candidates, a longer abstract of not more than 1,500 words for the M.Sc. and 2,500 for the D.Phil.. Should such an abstract be submitted, a copy of it must be bound into the copy of the thesis which, if the application for leave to supplicate for the degree is successful, will be deposited in the Bodleian Library. The fuller abstract may be bound into the other two copies of the thesis if candidates so desire.~~

Candidates for the Degrees of M.Sc. and D.Phil. in *Chemistry* or *Engineering* may if they wish submit with their theses, in addition to the abstract required of all candidates, a longer abstract of not more than 1,500 words for the M.Sc. and 2,500 for the D.Phil.. Should such an abstract be submitted, a copy of it must be bound into the copy of the thesis which, if the application for leave to supplicate for the degree is successful, will be deposited in the Bodleian Library.

(b) Word limits

Theses submitted by candidates in *Materials* shall not exceed 25,000 words for the M.Sc. and 40,000 words for the D.Phil., A4 size, double-spaced, but there is no limit on references, diagrams, tables, photographs, computer programmes, etc.

Theses submitted by candidates for the Degree of D.Phil. in *Physics* (except *Theoretical Physics*) must not exceed 250 pages, A4 size, double spaced in normal-size type (elite), the total to *include* all references, diagrams, tables, etc.

The text of theses submitted for the degree of D.Phil. in *Theoretical Physics* must not exceed 150 pages as defined above.

Theses submitted by candidates for the Degree of M.Sc. in *Physics* must not exceed 150 pages as defined above.

~~Theses submitted by candidates in *Engineering Science* must not exceed 250 pages for the Degree of D.Phil. or 200 pages for the Degree of M.Sc. They should be double spaced on A4 paper, in normal size type (Times New Roman, 12 point), the total to *include* all references, diagrams, tables, appendices, etc.~~

Theses submitted by candidates in *Engineering Science* must not exceed 250 pages for the Degree of D.Phil. or 200 pages for the Degree of M.Sc. They should be double spaced, A4 size, in normal size type (Times New Roman, 12 point), the total to *include* all references, diagrams, tables, appendices, etc.

The text of theses submitted for the Degree of D.Phil. in *Earth Sciences* must not exceed 250 pages as defined above, but there is no limit on diagrams, tables, etc.

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

Research Degrees in Theology and Religion

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/rdinphysscie/> as amended by the Gazette notices of 25 July 2019.

Effective date

For all students submitting theses from MT 2019

Detail of change

Amend clause 4 (cit. ref. 1.15-1.17) as indicated, new text underlined, deleted text struck through.

4. *Theses*

Theses submitted for the Degree of M.Litt. should not exceed 50,000 words, or 100,000 for the D.Phil., excluding only the bibliography in both cases. The faculty board is prepared to consider an application for a relaxation of this limit in special circumstances.

All candidates must submit an abstract of the thesis, of between 1,000 and 1,500 words for an M.Litt., and between 1,500 and 2,500 for a D.Phil., prepared by the candidate. This is in addition to the requirement to submit an abstract of not more than 300 words in length required by the Education Committee's regulations. One copy of each abstract prepared at the time of the examination should be included in the examiners' copies of the thesis. Copies of both abstracts shall be included in the copy of the thesis which shall be deposited in the Bodleian Library. ~~In addition one loose copy of the 300 word abstract, printed on a single page, must be submitted together with the Library copy.~~

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved at the meeting of Research Degrees Panel on 11 June 2019

Regulations for the Doctoral Training Programmes in MPLS

Brief note about nature of change: introduction of time limit for reinstatement

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/dtproginmpls/>

Effective date

From MT 2019

Detail of change

Amend clause 2 (cit. ref. 1.26) as indicated, new text underlined, deleted text struck through.

2. Probationer Research Student Status

.....

(h) The board may grant a student suspension from the Register of those admitted to the status of Probationer Research Student or deprive a student of ~~his or her~~ their status; and in such cases it shall at all times follow procedures determined by the Education Committee by regulation. ~~The board may also reinstate a student to the Register, provided that the total number of terms a Student has spent as a Probationer Research Student has not exceeded eight terms in the case of a Student on a doctoral training programme listed in (1)~~ ~~(a).~~

(i) It shall be open to a candidate whose name has been removed from the Register to apply to the board for reinstatement to the Register as a Probationer Research Student. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the board

provided that:

(i) no more than twenty-four months have passed since the student's name was removed from the Register; and

(ii) the number of terms the candidate spent with the status of a Probationer Research Student did not exceed eight terms in the case of a Student on a doctoral training programme listed in (1) (a).

Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students as a Probationer Research Student. Such candidates must meet the requirements for reinstatement by the board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the student's department, supervisor and college.

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. These regulation changes bring into effect that decision.

RDP(HT19)04

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

General Regulations for the Degree of Doctor of Philosophy

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, www.admin.ox.ac.uk/examregs/2018-19/grftdodofphil/ as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting their thesis from MT 2019

Detail of change

Amend section 7 (cit. ref. 1.51-1.69, 1.98) as indicated, new text underlined, deleted text struck through.

§7. Examination of Students for the Degree of Doctor of Philosophy

1. A Student for the Degree of Doctor of Philosophy who has fulfilled the applicable residence and other requirements set out in §6 of this section and whose status has not expired, may apply to the board concerned for the appointment of examiners and for leave to supplicate for the Degree of Doctor of Philosophy.

2. Such applications should be made to the board concerned through the Registrar. They shall include:

(i) a certificate from the supervisor that the student has pursued ~~his or her~~ their course of study in Oxford in accordance with the provisions of §6 of this section;

(ii) a statement by the candidate of what part, if any, of the thesis has already been accepted, or is concurrently being submitted, for any degree or diploma or certificate or other qualification in this University or elsewhere;

(iii) a statement by the candidate that the thesis is ~~his or her~~ their own work, except where otherwise indicated.

3. The supervisor shall consult with the candidate concerning possible examiners, and forward to the board the names of suggested examiners together with details of any special considerations which the candidate wishes to make known about any potential examiners.

4. The candidate shall also submit for examination, at such time and in such format as the Education Committee shall by regulation permit:

~~(i) two printed or typewritten copies of a thesis; or (in the case of Fine Art candidates offering studio practice as part of their submission) two printed or typewritten copies of the written portion of the thesis, and a portfolio or exhibition of work, together with documentation of that work;~~

~~(ii) two printed or typewritten copies of an abstract of the thesis, which shall not normally exceed 300 words.~~

(i) a digital pdf copy of their thesis via the Research Thesis Digital Submissions (RTDS) application; or, in the case of Fine Art candidates offering studio practice as part of their submission, a digital pdf copy of the written portion of the thesis via the Research Thesis Digital Submissions (RTDS) application, and a portfolio or exhibition of work, together with documentation of that work;

(ii) an abstract of the thesis which should concisely summarise its scope and principal arguments, in about 300 words. The abstract should be placed within the thesis, generally immediately following the Table of Contents.

5. On receipt of an application the board concerned shall appoint two examiners, neither of whom shall be the candidate's supervisor, and whose duties shall be:

(i) to consider the thesis and the abstract of it submitted by the student, provided that they shall exclude from consideration in making their report any part of the thesis which has already been accepted, or is being concurrently submitted, for any degree or other qualification in this University or elsewhere otherwise than as part of the requirements of this University for the Degree of Bachelor of Philosophy or of Master of Philosophy or of Bachelor of Civil Law, or as part of the dissertation submitted by a Student for the Degree of Master of Science by Coursework or of Master of Studies, and shall have the power to require the candidate to produce for their inspection the complete thesis so accepted or concurrently submitted;

(ii) (in the case of Fine Art candidates offering studio practice as part of their submission) to consider the portfolio or exhibition of work documented under section 4 (i) of these regulations, and presented or mounted by the candidate in partial satisfaction of the examination requirements;

(iii) to examine the student orally in the subject of ~~his or her~~ their thesis;

(iv) to satisfy themselves by examination (oral, written, or both) whether the

student possesses a good general knowledge of the particular field of learning within which the subject of the thesis falls;

(v) to report to the board through the Registrar on the scope, character, and quality of the work submitted;

~~(vi) to return to the student the copies of the thesis and the abstracts thereof.~~

(vi) to delete all digital copies of the thesis and return to the student any soft-bound copies of the thesis received from Student Registry.

The Education Committee shall have power to make regulations concerning the notice to be given of the oral examination, and of the time and place at which it may be held. The examination may be attended by any member of the University in academic dress, while non-members may attend only with the consent of the examiners. In the case of theses submitted to the Social Sciences, Mathematical, Physical and Life Sciences, and Medical Sciences Boards, the Proctors after consultation with the relevant Divisional Board may decide (either at their own discretion or at the request of the candidate or the supervisor or department) to forbid the attendance of any person or all persons (other than the examiners and the candidate) or to impose any condition on attendance if and to the extent that such action is in their view necessary to protect the interests of the University or the candidate or both, and the examiners shall be informed accordingly and shall include this information in the notice of examination. The student, or ~~his or her~~ their college, may within fourteen days of the date of the Proctors' decision appeal in writing to the Chair of the Education Committee (who may nominate another member of the committee, other than one of the Proctors, to adjudicate the appeal).

6. Having completed the examination of a candidate for the first time, the examiners may make any one of recommendations (i), (ii), or (iv) below only. Having completed the examination of a candidate who has revised and re-submitted ~~his or her~~ their thesis, the examiners may make any one of recommendations (i)-(vi). Where a candidate is required to revise and re-submit their thesis, the revised thesis and, where required, a report indicating the specific changes made must also be submitted via the Research Thesis Digital Submission (RTDS) application.

.....

~~9. A candidate who has been granted leave to supplicate by a board shall be required to submit to the Examination Schools a copy of his or her thesis, incorporating any amendments or corrections required by the examiners and approved by the board, with a view to deposit in the Bodleian or other appropriate university library. [For candidates admitted on or after 1 October 2007: candidates are also required to submit an electronic copy of their thesis to the Oxford Research Archive, unless an exception to this requirement has been granted by the Proctors.] [For candidates supplicating on or after 1 July 2013: candidates are also required to submit the library copy to the Examination Schools and where applicable the electronic copy of the thesis to the Oxford Research Archive no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree.] Permission to~~

~~supplicate shall in all cases be conditional upon fulfilment of these requirements.~~

9. A candidate who has been granted leave to supplicate by a board must submit a finalised copy of the thesis, as approved by the examiners, to the Examination Schools for deposit in the relevant university library. The candidate must also submit an electronic copy of this finalised thesis to the Oxford Research Archive. These copies must be submitted no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree. Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee**Approved at the meeting of Research Degrees Panel on 11 June 2019****General Regulations for the Degree of Doctor of Philosophy****Brief note about nature of change:** introduction of time limit for reinstatement**Location of change**

In *Examination Regulations 2018*, www.admin.ox.ac.uk/examregs/2018-19/grftdodoctofphil/ as amended by the Gazette notice of 25 July 2019.

Effective date**From MT 2019****Detail of change**

Amend section 2 (cit. ref. 1.5-1.9) and section 7 (cit. ref. 1.69-1.95) as indicated, new text underlined, deleted text struck through.

§2. Status of Student for the Degree of Doctor of Philosophy

1. The following may be admitted to the status of Student for the Degree of Doctor of Philosophy:

- (i) a member of the University who, having held the status of Probationer Research Student under the provisions of the appropriate regulation, or having held the status of student for another higher degree within the University, or having completed the requirements for another higher degree within the University, has successfully completed the relevant qualifying test for entry to D.Phil. status prescribed in §3 of this section;
- (ii) a member of the University who has been given leave to supplicate for the Degree of Master or Bachelor of Philosophy, or of Master of Science by Research, or of Master of Letters, provided that the subject of the thesis offered by the candidate in the examination for that degree shall be in the broad field of research proposed for the D.Phil.

2. It shall be the duty of the Registrar to keep a Register of those admitted to the status of Student for the Degree of Doctor of Philosophy.

3. A board may grant a student suspension from the Register or deprive a student of his or her their status; and in such cases it shall at all times follow procedures determined by the Education Committee by regulation. ~~A board may also reinstate a student to the Register, provided that the number of terms a student has spent with the status of Student for the Degree of Doctor of Philosophy shall not have exceeded eighteen in all in the case of a full-time student, or twenty-seven terms in the case of a part-time student.~~

4. It shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Doctor of Philosophy. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Board provided that:

(i) no more than twenty-four months have passed since the student's name was removed from the Register; and

(ii) the number of terms the candidate spent with the status of Student for the Degree of Doctor of Philosophy did not exceed eighteen terms in the case of a full-time student, or twenty-seven terms in the case of a part-time student. (This limit includes any time spent with the status of Probationer Research Student or other relevant status before admission to the status of Student for the Degree of Doctor of Philosophy.)

5. Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the candidate's department/faculty, supervisor and college.

.....

§7. Examination of Students for the Degree of Doctor of Philosophy

.....

6. Having completed the examination of a candidate for the first time, the examiners may make any one of recommendations (i), (ii), or (iv) below only. Having completed the examination of a candidate who has revised and re-submitted their thesis, the examiners may make any one of recommendations (i)-(vi). The recommendations are:

(i) that the board should grant the candidate leave to supplicate for the Degree of Doctor of Philosophy. In making this recommendation, the examiners must

include in their report statements that:

1. the student possesses a good general knowledge of the particular field of learning within which the subject of the thesis falls;
2. the student has made a significant and substantial contribution in the particular field of learning within which the subject of the thesis falls;
3. the thesis is presented in a lucid and scholarly manner;
4. in their opinion the thesis merits the Degree of Doctor of Philosophy;
5. the student has presented a satisfactory abstract of the thesis.

Examiners shall bear in mind that their judgement of the substantial significance of the work should take into account what may reasonably be expected of a capable and diligent student after three or at most four years of full-time study in the case of a full-time student, or eight years in the case of a part-time student.

(i) (a) **Minor corrections**

If the examiners are satisfied that the candidate's thesis is of sufficient merit to qualify for the degree but consider, nevertheless, that before the thesis is deposited the candidate should make minor corrections (which are not sufficiently substantial to justify reference back for re-examination and which should be capable of completion within one month), they must require the candidate to correct the thesis to their satisfaction before they submit their report. If the candidate has not completed these corrections within one calendar month of the date of receipt of the list of minor corrections from the examiners, ~~his or her~~ their name shall be removed by the Registrar from the Register of Students for the Degree of Doctor of Philosophy, provided that the board may, on good cause shown by the candidate, grant an extension of time of one further calendar month in which the candidate may fulfil this requirement before the removal of ~~his or her~~ their name from the Register. ~~No subsequent extension shall be granted, but it shall be open to a candidate who has failed to fulfil this requirement within those one or two months in total, as the case may be, to apply to the board for reinstatement as a Student for the Degree of Doctor of Philosophy, with the support of his or her society and supervisor, upon submission to the Registrar of a copy of his or her thesis incorporating the required corrections, and upon payment of such reinstatement fee as may from time to time be prescribed by Council by decree. Permission to supplicate shall not be granted until this fee has been paid;~~

No subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Doctor of Philosophy. The application should have the support of their society and supervisor, a copy of their thesis incorporating the required corrections should have been submitted to the relevant Board, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the Board

within six months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination.

(i) (b) Major corrections

If the examiners are satisfied that the candidate's thesis is of sufficient potential merit to qualify for the degree but consider, nevertheless, that before the thesis is deposited the candidate should make major corrections (which are not sufficiently substantial to justify reference back for re-examination and which should be capable of completion within six months), they should report this preliminary recommendation to the board with a description of the major corrections which they require the candidate to make before they confirm their recommendation.

Where the examiners make this recommendation, and the board, considering the extent and nature of the major corrections, takes the view that the recommendation ought to be reference of the thesis back to the candidate in order that ~~he or she~~ the candidate may revise it for re-examination, the board may, exceptionally, ask the examiners to review their recommendation.

If the candidate has not completed these corrections within six calendar months of the date of receipt of the list of major corrections from the examiners, ~~his or her~~ their name shall be removed by the Registrar from the Register of Students for the Degree of Doctor of Philosophy, provided that the board may, on good cause shown by the candidate, grant an extension of time of up to three further calendar months in which the candidate may fulfil this requirement before the removal of ~~his or her~~ their name from the Register. ~~No subsequent extension shall be granted, but it shall be open to a candidate who has failed to fulfil this requirement within those six or nine months in total, to apply to the board for reinstatement as a Student for the Degree of Doctor of Philosophy, with the support of his or her society and supervisor, upon submission to the Registrar of a copy of his or her thesis incorporating the required corrections, and upon payment of such reinstatement fee as may from time to time be prescribed by Council by decree. Permission to supplicate shall not be granted until this fee has been paid.~~

No subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Doctor of Philosophy. The application

should have the support of their society and supervisor, a copy of their thesis incorporating the required corrections should have been submitted to the relevant Board along with a separate report indicating the specific changes made, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the Board within twelve months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination.

Where a recommendation of approval subject to major corrections has been made, the examiners, on receipt of the corrected thesis on the first occasion, may conclude and report one of the following:

- (a) the original recommendation is now fully substantiated;
- (b) the work as submitted still requires minor corrections prior to confirmation of the original recommendation and a further one month may be allowed for this from that date;
- (c) the work as now submitted still requires major corrections prior to confirmation of the original recommendation and a further six months may be allowed for this from that date.

Recommendation (a) or (b) may be made without a further oral examination on condition that both examiners have reviewed and approved the major corrections. A further oral examination must be held if either of the examiners requires it or if the recommendation is likely to be (c).

In the exceptional instance where (c) applied and the outcome of the second and final submission of corrections still remained unsatisfactory, the examiners will amend their original recommendation to (ii) below.

(ii) that the board should offer the candidate a choice between (a) reference of the thesis back to ~~him or her~~ the candidate in order that ~~he or she~~ they may revise it for re-examination for the Degree of Doctor of Philosophy, and (b) leave to supplicate for the Degree of Master of Letters or of Master of Science, as appropriate, on the basis that the thesis has not reached the standard required

for the Degree of Doctor of Philosophy but has nevertheless reached that required for the Degree of Master of Letters or of Master of Science.

(a) If the board adopts this recommendation, and the student chooses to revise the thesis for re-examination for the Degree of Doctor of Philosophy, the student shall retain the status and obligations of a Student for the Degree of Doctor of Philosophy and shall be permitted to apply again for the appointment of examiners, in accordance with the procedure laid down in this sub-section, not later than the sixth term after that in which the board gave permission so to reapply. If such permission shall have been given by a board during a vacation, it shall be deemed to have been given in the term preceding that vacation. Accompanying the revised thesis at re-submission should be a separate report indicating the specific changes made. For students in the Humanities, Medical Sciences and Social Sciences Divisions and the Department for Continuing Education, the word limit for the accompanying report shall be 1,000 words; for students in the Mathematical, Physical and Life Sciences Division, the word limit shall be 2,000 words;.

If the student is unable to apply again for the appointment of examiners within six terms, no subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Doctor of Philosophy. The application should have the support of their society and supervisor, a copy of their thesis incorporating the required changes should have been submitted to the relevant Board along with a separate report indicating the specific changes made, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the Board within twenty-four months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination;

(b) If the board adopts this recommendation and the student chooses leave to supplicate for the Degree of Master of Letters or Master of Science by Research, the examiners may still determine that before the thesis is deposited the candidate should make minor corrections in accordance with the regulations under (i) above.

(iii) that the board should refer the student's thesis back in order that ~~he or she~~ the student may present it for re-examination for the Degree of Master of Letters or of Master of Science, as determined by the examiners (if appropriate), only. If the board adopts the recommendation the student shall be transferred forthwith to the status of Student for the Degree of Master of Letters or Student for the Degree of Master of Science as the case may be, and shall be permitted to apply for permission to supplicate for the Degree of Master of Letters or Master of Science in accordance with the provisions of the appropriate regulation. If such permission shall have been given by a board during a vacation, it shall be deemed to have been given in the term preceding that vacation. The word limit for a thesis resubmitted under this provision shall be that specified by the DPhil regulations under which it was originally submitted;

(iv) that the board should refer the student's thesis back in order that ~~he or she~~ the student may present it for re-examination either under (ii) above for the Degree of Doctor of Philosophy or, if the student chooses, under (iii) above for the Degree of Master of Letters or of Master of Science only. The board shall adopt such a recommendation only if it is fully satisfied that the thesis as it stands is not of the standard required for the Degree of Doctor of Philosophy, nor for the Degree of Master of Letters or of Master of Science as the case may be, but that the candidate could reach the standard required for the Degree of Doctor of Philosophy. If such permission shall have been given by a board during a vacation, it shall be deemed to have been given in the term preceding that vacation;

(v) that the thesis has not reached the standard required for the Degree of Doctor of Philosophy but has nevertheless reached that required of the Degree of Master of Letters or of Master of Science, and that the candidate may be granted leave to supplicate for one of the latter degrees on the basis of the thesis as it stands; the examiners may still determine that before the thesis is deposited the candidate should make minor corrections in accordance with the regulations under (i) above.

(vi) that the student's application for leave to supplicate should be refused

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. These regulation changes bring into effect that decision.

RDP(HT19)04

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

General Regulations for the Degree of Master of Science by Research

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/grftdomosciebyrese/> as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting their thesis from MT 2019

Detail of change

Amend section 6 (cit. ref. 1.38-1.54, 1.67) as indicated, new text underlined, deleted text struck through.

§6. Examination of Students for the Degree of Master of Science by Research

1. Candidates who have fulfilled the applicable residence and other requirements set out in §5 of this section, and whose status has not expired, may apply for the appointment of examiners and for leave to supplicate for the Degree of Master of Science by Research.

2. Applications for the appointment of examiners should be made to the board concerned through the Registrar. They shall include:

(i) a certificate from the supervisor that the candidate has pursued ~~his or her~~ their course of study in Oxford in accordance with the provisions of §5 of this section;

(ii) a statement by the candidate what part, if any, of the thesis has already been accepted, or is being concurrently submitted for any degree or diploma or

certificate or other qualification in this University or elsewhere;

(iii) a statement by the candidate that the thesis is ~~his or her~~ their own work, except where otherwise indicated.

3. The supervisor shall consult with the candidate concerning possible examiners, and forward to the board the names of suggested examiners with details of any special considerations which the candidate wishes to make known about any potential examiners.

4. The student shall also submit for examination, at such time as the Education Committee shall by regulation require:

~~(i) two printed or typewritten copies of a thesis;~~

~~(ii) two printed or typewritten copies of an abstract of the thesis, which shall not normally exceed 300 words.~~

(i) a digital pdf copy of their thesis via the Research Thesis Digital Submissions (RTDS) application.

(ii) an abstract of the thesis which should concisely summarise its scope and principal arguments, in about 300 words. The abstract should be placed within the thesis, generally immediately following the Table of Contents.

5. On receipt of an application for the appointment of examiners the board concerned shall appoint two examiners neither of whom shall be the candidate's supervisor, and whose duties shall be:

(i) to consider the thesis and the abstract of it submitted by the student under the provisions of the preceding clause, provided that they shall exclude from consideration in making their report any part of the thesis which has already been accepted, or is being concurrently submitted, for any degree or other qualification in this University or elsewhere and shall have the power to require the candidate to produce for their inspection the complete thesis so accepted or concurrently submitted;

(ii) to examine the student orally, and also, if they think fit, by a written examination, in the subject of the thesis and in other relevant subjects;

(iii) to report to the board through the Registrar;

~~(iv) to return to the student the copies of the thesis and of the abstract thereof submitted for examination.~~

(iv) to delete all digital copies of the thesis and return to the student any soft-bound copies of the thesis received from Student Registry.

The Education Committee shall have power to make regulations concerning the notice to be given of the oral examination and of the time and place at which it may be held. The examination may be attended by any member of the University in academic dress, while non-members may attend only with the consent of the examiners. In the case of

theses submitted to the Social Sciences, Mathematical, Physical and Life Sciences, and Medical Sciences Boards, the Proctors after consultation with the relevant divisional board may decide (either at their own discretion or at the request of the candidate or the supervisor or department) to forbid the attendance of any person or all persons (other than the examiners and the candidate) or to impose any condition on attendance if and to the extent that such action is in their view necessary to protect the interests of the University or the candidate or both, and the examiners shall be informed accordingly and shall include this information in the notice of examination. The student, or his or her college, may within fourteen days of the date of the Proctors' decision appeal in writing to the Chair of the Education Committee (who may nominate another member of the committee, other than one of the Proctors, to adjudicate the appeal).

6. Having completed the examination of a candidate for the first time, the examiners may make recommendation (i) or (ii) below only. Having completed the examination of a candidate who has revised and re-submitted ~~his or her~~ their thesis, the examiners may make any one of recommendations (i) to (iii). Where a candidate is required to revise and re-submit their thesis, the revised thesis and, where required, a report indicating the specific changes made must also be submitted via the Research Thesis Digital Submission (RTDS) application.

.....

~~9. A candidate who has been granted leave to supplicate by a board shall be required to submit to the Examination Schools a copy of his or her thesis, incorporating any amendments or corrections required by the examiners and approved by the board, with a view to deposit in the Bodleian or other appropriate university library. [For candidates admitted on or after 1 October 2007: candidates are also required to submit an electronic copy of their thesis to the Oxford Research Archive, unless an exception to this requirement has been granted by the Proctors.] [For candidates supplicating on or after 1 July 2013: candidates are also required to submit the library copy to the Examination Schools and where applicable the electronic copy of the thesis to the Oxford Research Archive no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree.] Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.~~

9. A candidate who has been granted leave to supplicate by a board must submit a finalised copy of the thesis, as approved by the examiners, to the Examination Schools for deposit in the relevant university library. The candidate must also submit an electronic copy of this finalised thesis to the Oxford Research Archive. These copies must be submitted no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree. Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved at the meeting of Research Degrees Panel on 11 June 2019

General Regulations for the Degree of Master of Science by Research

Brief note about nature of change: introduction of time limit for reinstatement

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/grftdomosciebyrese/> as amended by the Gazette notice of 25 July 2019.

Effective date

From MT 2019

Detail of change

Amend section 2 (cit. ref. 1.5-1.9) and section 6 (cit. ref. 1.54-1.64) as indicated, new text underlined, deleted text struck through.

§2. Status of Student for the Degree of Master of Science by Research

1. The following may be admitted to the status of Student for the Degree of Master of Science by Research:

(i) a member of the University who, having held the status of Probationer Research Student under the provisions of the appropriate regulation, has successfully completed the relevant qualifying test for transfer to M.Sc. status prescribed in §3 of this section;

(ii) a member of the University who, holding the status of student for another higher degree within the University, has successfully completed the relevant qualifying test for transfer to M.Sc. status prescribed in §3 of this section.

2. It shall be the duty of the Registrar to keep a Register of those admitted to the status of Student for the Degree of Master of Science by Research.

3. A board may grant a student suspension from the Register or deprive a student of ~~his or her~~ their status; and in such cases it shall at all times follow procedures determined

by the Education Committee by regulation. ~~A board may also reinstate a student to the Register, provided that the number of terms a student has spent as a Student for the Degree of Master of Science shall not have exceeded fifteen in all in the case of a full-time student, or eighteen terms in the case of a part-time student.~~

4. It shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Master of Science by Research. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Board provided that:

(i) no more than twenty-four months have passed since the student's name was removed from the Register; and

(ii) the number of terms the candidate spent with the status of Student for the Degree of Master of Science by Research did not exceed fifteen terms in the case of a full-time student, or eighteen terms in the case of a part-time student. (This limit includes any time spent with the status of Probationer Research Student or other relevant status before admission to the status of Student for the Degree of Master of Science by Research.)

5. Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the candidate's department/faculty, supervisor and college.

.....

§6. Examination of Students for the Degree of Master of Science by Research

.....

6. Having completed the examination of a candidate for the first time, the examiners may make recommendation (i) or (ii) below only. Having completed the examination of a candidate who has revised and re-submitted their thesis, the examiners may make any one of recommendations (i) to (iii). The recommendations are:

(i) that the candidate should be granted leave to supplicate for the Degree of Master of Science by Research. In this case the examiners must include in their report statements that:

1. the candidate possesses a good general knowledge of the field of

learning within which the subject of the thesis falls;

2. that the candidate has shown competence in investigating the chosen topic;

3. that the candidate has made a worthwhile contribution to knowledge or understanding in the field of learning within which the subject of the thesis falls;

4. that the thesis is presented in a lucid and scholarly manner;

5. that it merits of the award of the Degree of Master of Science.

Examiners shall bear in mind that their judgement of the extent of the candidate's contribution to knowledge or understanding of the relevant field of learning shall take into account what may reasonably be expected of a capable and diligent student after two years of full-time study in the case of a full-time student, or twelve terms in the case of a part-time student.

If the examiners are satisfied that the candidate's thesis is of sufficient merit for the degree but consider, nevertheless, that before the thesis is deposited the candidate should make minor corrections (which are not sufficiently substantial to justify reference back for re-examination), they must require the candidate to correct the thesis to their satisfaction before they submit their report. If the candidate has not completed these corrections within one calendar month of the date of the oral examination, ~~his or her~~ their name shall be removed by the Registrar from the Register of Students for the Degree of Master of Science by Research, provided that the board may, on good cause shown by the candidate, grant an extension of time of one further calendar month in which the candidate may fulfil this requirement before the removal of ~~his or her~~ their name from the Register. ~~No subsequent extension shall be granted, but it shall be open to a candidate who has failed to fulfil this requirement within those one or two months in total, as the case may be, to apply to the board for reinstatement as a Student for the Degree of Master of Science by Research, with the support of his or her society and supervisor, upon submission to the Registrar of a copy of his or her thesis incorporating the required corrections, and upon payment of such reinstatement fee as may from time to time be prescribed by Council by decree. Permission to supplicate shall not be granted until this fee has been paid;~~

No subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Master of Science by Research. The application should have the support of their society and supervisor, a copy of their thesis incorporating the required corrections should have been submitted to the relevant Board, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the

Board within six months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination;

(ii) that the board should refer the thesis back to the student in order that ~~he or~~ she the student may revise it for re-examination. If the examiners so recommend they shall annexe to their report to the board a statement (for transmission to the student) setting out the respects in which the thesis falls below the standard required for the degree. If the board adopts this recommendation the student shall retain the status and obligations of a Student for the Degree of Master of Science, and may apply again for the appointment of examiners, in accordance with the procedure laid down in this subsection, not later than the third term after that in which the board gave permission so to reapply. If such permission shall have been given by a board during a vacation, it shall be deemed to have been given in the term preceding that vacation. On re-submission of the thesis, students should submit a separate report indicating the specific changes made. For students in the Medical Sciences Division and the Department for Continuing Education, the word limit for the accompanying report shall be 1,000 words; for students in the Mathematical, Physical and Life Sciences Division, the word limit shall be 2,000 words;

If the student is unable to apply again for the appointment of examiners within three terms, no subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Master of Science by Research. The application should have the support of their society and supervisor, a copy of their thesis incorporating the required changes should have been submitted to the relevant Board along with a separate report indicating the specific changes made, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the Board within twenty-four months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that

timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination;

(iii) that the board should refuse the candidate's application for leave to supplicate.

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

General Regulations for the Degree of Master of Letters

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/grftdomastoflett/> as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting their thesis from MT 2019

Detail of change

Amend section 6 (cit. ref. 1.45-1.61, 1.74) as indicated, new text underlined, deleted text struck through.

§6. Examination of Students for the Degree of Master of Letters

1. A Student for the Degree of Master of Letters who has fulfilled the applicable residence and other requirements set out in §5, and whose status has not expired, may apply for the appointment of examiners and for leave to supplicate for the Degree of Master of Letters.

2. Such applications should be made to the board concerned through the Registrar. They shall include:

(i) a certificate from the supervisor that the candidate has pursued ~~his or her~~ their course of study in Oxford in accordance with the provisions of §5 of this section;

(ii) a statement by the candidate of what part, if any, of the thesis has already been accepted, or is being concurrently submitted, for any degree or diploma or

certificate or other qualification in this University or elsewhere;

(iii) a statement by the candidate that the thesis is ~~his or her~~ their own work, except where otherwise indicated.

3. The supervisor shall consult with the candidate concerning possible examiners, and forward to the board the names of suggested examiners with details of any special considerations which the candidate wishes to make known about any potential examiners.

4. The student shall also submit for examination, at such time as the Education Committee shall by regulation require:

~~(i) two printed or typewritten copies of a thesis;~~

~~(ii) two printed or typewritten copies of an abstract of the thesis, which shall not normally exceed 300 words.~~

(i) a digital pdf copy of their thesis via the Research Thesis Digital Submissions (RTDS) application.

(ii) an abstract of the thesis which should concisely summarise its scope and principal arguments, in about 300 words. The abstract should be placed within the thesis, generally immediately following the Table of Contents.

5. On receipt of an application for the appointment of examiners the board concerned shall appoint two examiners, neither of whom shall be the candidate's supervisor, and whose duties shall be:

(i) to consider the thesis and the abstract of it submitted by the student under the provisions of the preceding clause, provided that they shall exclude from consideration in making their report any part of the thesis which has already been accepted, or is being concurrently submitted, for any degree or other qualification in this University or elsewhere (except for the Degree of Bachelor of Civil Law of this University) and shall have the power to require the candidate to produce for their inspection the complete thesis so accepted or concurrently submitted;

(ii) to examine the student orally, and also, if they think fit, by a written examination, in the subject of the thesis and in other relevant subjects;

(iii) to report to the board through the Registrar;

~~(iv) to return to the student the copies of the thesis and of the abstract thereof submitted for examination.~~

(iv) to delete all digital copies of the thesis and return to the student any soft-bound copies of the thesis received from Student Registry.

The Education Committee shall have power to make regulations concerning the notice

to be given of the oral examination and of the time and place at which it may be held. The examination may be attended by any member of the University in academic dress, while non-members may attend only with the consent of the examiners. In the case of theses submitted to the Divisional Boards of Social Sciences, Mathematical, Physical and Life Sciences, and Medical Sciences, the Proctors after consultation with the relevant faculty board may decide (either at their own discretion or at the request of the candidate or the supervisor or department) to forbid the attendance of any person or all persons (other than the examiners and the candidate) or to impose any condition on attendance if and to the extent that such action is in their view necessary to protect the interests of the University or the candidate or both, and the examiners shall be informed accordingly and shall include this information in the notice of examination. The student, or his or her college, may within fourteen days of the date of the Proctors' decision appeal in writing to the Chair of the Education Committee (who may nominate another member of the committee, other than one of the Proctors, to adjudicate the appeal).

6. Having completed the examination of a candidate for the first time, the examiners may make recommendation (i) or (ii) below only. Having completed the examination of a candidate who has revised and re-submitted ~~his or her~~ their thesis, the examiners may make any one of recommendations (i) to (iii). Where a candidate is required to revise and re-submit their thesis, the revised thesis and, where required, a report indicating the specific changes made must also be submitted via the Research Thesis Digital Submission (RTDS) application. The recommendations are:

.....

~~9. A candidate who has been granted leave to supplicate by a board shall be required to submit to the Examination Schools a copy of his or her thesis, incorporating any amendments or corrections required by the examiners and approved by the board, with a view to deposit in the Bodleian or other appropriate university library. [For candidates admitted on or after 1 October 2007: candidates are also required to submit an electronic copy of their thesis to the Oxford Research Archive, unless an exception to this requirement has been granted by the Proctors.] [For candidates supplicating on or after 1 July 2013: candidates are also required to submit the library copy to the Examination Schools and where applicable the electronic copy of the thesis to the Oxford Research Archive no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree.] Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.~~

9. A candidate who has been granted leave to supplicate by a board must submit a finalised copy of the thesis, as approved by the examiners, to the Examination Schools for deposit in the relevant university library. The candidate must also submit an electronic copy of this finalised thesis to the Oxford Research Archive. These copies must be submitted no later than the end of the fifth day before the date of the degree ceremony booked by the candidate for conferral of their degree. Permission to supplicate shall in all cases be conditional upon fulfilment of these requirements.

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee**Approved at the meeting of Research Degrees Panel on 11 June 2019****General Regulations for the Degree of Master of Letters****Brief note about nature of change:** introduction of time limit for reinstatement**Location of change**

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/grftdomastoflett/> as amended by the Gazette notice of 25 July 2019.

Effective date**From MT 2019****Detail of change**

Amend section 2 (cit. ref. 1.5-1.10) and section 6 (cit. ref. 1.61-1.71) as indicated, new text underlined, deleted text struck through.

§2. Status of Student for the Degree of Master of Letters

1. The following may be admitted to the status of Student for the Degree of Master of Letters:

- (i) a member of the University who, having held the status of Probationer Research Student under the provisions of the appropriate regulation has successfully completed the relevant qualifying test or tests and fulfilled the other requirements for transfer to M.Litt. status prescribed in §3 of this section;
- (ii) a member of the University who, having held the status of student for another higher degree within the University, has successfully completed the relevant qualifying test or tests and fulfilled the other requirements for transfer to M.Litt. status prescribed in §3 of this section;
- (iii) a member of the University who has successfully completed the examination for the Degree of Bachelor or Master of Philosophy or Master of Science by Coursework or of Bachelor of Civil Law and who has fulfilled the conditions laid

down in §3 of this section for applicants in that category.

2. It shall be the duty of the Registrar to keep a register of those admitted to the status of Student for the Degree of Master of Letters.

3. A board may grant a student suspension from the Register or deprive a student of his or her their status; and in such cases it shall at all times follow the procedures determined by the Education Committee by regulation. ~~A board may also reinstate a student to the Register, provided that the number of terms a student has spent with the status of Student for the Degree of Master of Letters shall not have exceeded fifteen in all in the case of a full-time student, or eighteen terms in the case of a part-time student.~~

4. It shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Master of Letters. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Board provided that:

(i) no more than twenty-four months have passed since the student's name was removed from the Register; and

(ii) the number of terms the candidate spent with the status of Student for the Degree of Master of Letters did not exceed fifteen terms in the case of a full-time student, or eighteen terms in the case of a part-time student. (This limit includes any time spent with the status of Probationer Research Student or other relevant status before admission to the status of Student for the Degree of Master of Letters.)

5. Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the candidate's department/faculty, supervisor and college.

.....

§6. Examination of Students for the Degree of Master of Letters

.....

6. Having completed the examination of a candidate for the first time, the examiners may make recommendation (i) or (ii) below only. Having completed the examination of a candidate who has revised and re-submitted their thesis, the examiners may make any one of recommendations (i) to (iii). The recommendations are:

(i) that the candidate should be granted leave to supplicate for the Degree of Master of Letters. In this case the examiners must include in their report statements that:

1. the candidate possesses a good general knowledge of the field of learning within which the subject of the thesis falls;
2. that the candidate has shown competence in investigating the chosen topic;
3. that the candidate has made a worthwhile contribution to knowledge or understanding in the field of learning within which the subject of the thesis falls;
4. that the thesis is presented in a lucid and scholarly manner;
5. that it merits of the award of the Degree of Master of Letters.

Examiners shall bear in mind that their judgement of the extent of the candidate's contribution to knowledge or understanding of the relevant field of learning shall take into account what may reasonably be expected of a capable and diligent student after two years of full-time study in the case of a full-time student, or twelve terms in the case of a part-time student.

If the examiners are satisfied that the candidate's thesis is of sufficient merit for the degree but consider, nevertheless, that before the thesis is deposited the candidate should make minor corrections (which are not sufficiently substantial to justify reference back for re-examination), they must require the candidate to correct the thesis to their satisfaction before they submit their report. If the candidate has not completed these corrections within one calendar month of the date of the oral examination, ~~his or her~~ their name shall be removed by the Registrar from the Register of Students for the Degree of Master of Letters, provided that the board may, on good cause shown by the candidate, grant an extension of time of one further calendar month in which the candidate may fulfil this requirement before the removal of ~~his or her~~ their name from the Register. ~~No subsequent extension shall be granted, but it shall be open to a candidate who has failed to fulfil this requirement within those one or two months in total, as the case may be, to apply to the board for reinstatement as a Student for the Degree of Master of Letters, with the support of his or her society and supervisor, upon submission to the Registrar of a copy of his or her thesis incorporating the required corrections, and upon payment of such reinstatement fee as may from time to time be prescribed by Council by decree. Permission to supplicate shall not be granted until this fee has been paid;~~

No subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Master of Letters. The application should have the support of their society and supervisor, a copy of their thesis incorporating the required corrections should have been submitted to the relevant Board, and such reinstatement fee as may from time to time be

prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the Board within six months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination.

(ii) that the board should refer the thesis back to the student in order that ~~he or she~~ the student may revise it for re-examination. If the examiners so recommend they shall annex to their report to the board a statement (for transmission to the student) setting out the respects in which the thesis falls below the standard required for the degree. If the board adopts this recommendation the student shall retain the status and obligations of a Student for the Degree of Master of Letters, and may apply again for the appointment of examiners, in accordance with the procedure laid down in this subsection, not later than the third term after that in which the board gave permission so to reapply. If such permission shall have been given by a board during a vacation, it shall be deemed to have been given in the term preceding that vacation. On re-submission of the thesis, students should submit a separate report indicating the specific changes made. The word limit for the accompanying report shall be 1,000 words;

If the student is unable to apply again for the appointment of examiners within three terms, no subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Degree of Master of Letters. The application should have the support of their society and supervisor, a copy of their thesis incorporating the required changes should have been submitted to the relevant Board along with a separate report indicating the specific changes made, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

Permission for reinstatement to the Register of Students may be granted by the Board within twenty-four months of the date the student was notified of the outcome of their examination.

Exceptionally, a candidate who is not able to apply for reinstatement within that timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the student was last examined, the seriousness of the causes for the delay, and the views of the student's department/faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination;

(iii) that the board should refuse the candidate's application for leave to supplicate.

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. These regulation changes bring into effect that decision.

RDP(HT19)04

Research Degrees Panel of Education Committee

Approved in principle at the meeting of Research Degrees Panel on 26 February 2019 with exact wording approved by the chair on 5 September 2019

Regulations for the Degrees of Master of Philosophy in Law and Master of Philosophy in Socio-Legal Research

Brief note about nature of change: introduction of electronic submission of theses as official submission copy

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/rftdomopilamopis-legarese/> as amended by the Gazette notice of 25 July 2019.

Effective date

For all students submitting theses from MT 2019

Detail of change

Amend clauses 18-21 and 25 (cit. ref. 1.18-1.21, 1.29) as indicated, new text underlined, deleted text struck through.

Submission requirements for the MPhil in Law

~~18. Candidates must submit two copies of the thesis to the Examination Schools by noon on 1st August (or by noon on the preceding Friday, if 1st August falls on a weekend). This must be accompanied by a statement as to what part, if any, of the thesis has already been accepted, or is being concurrently submitted, for any degree in this University or elsewhere; and a statement that the thesis is the candidate's own work, except where otherwise indicated.~~

18. Candidates must upload a copy of their thesis to the Research Thesis Digital Submission (RTDS) application by noon on 1st August (or by noon on the preceding Friday, if 1st August falls on a weekend). This must include a statement as to what part, if any, of the thesis has already been accepted, or is being concurrently submitted, for any degree in this University or elsewhere; and a statement that the thesis is the candidate's own work.

except where otherwise indicated.

Submission requirements for the MPhil in Socio-Legal Research

~~19. Candidates must submit two copies of the thesis to the Examination Schools by noon on the second Friday in September, together with a statement as to what part, if any, of the thesis has already been accepted, or is being concurrently submitted, for any degree in this University or elsewhere; and a statement that the thesis is the candidate's own work, except where otherwise indicated.~~

19. Candidates must upload a copy of their thesis to RTDS by noon on the second Friday in September. This must include a statement as to what part, if any, of the thesis has already been accepted, or is being concurrently submitted, for any degree in this University or elsewhere; and a statement that the thesis is the candidate's own work, except where otherwise indicated.

Examination of theses

~~20. The examiners shall consider the thesis excluding any part which has already been accepted, or is being concurrently submitted, for any degree in this University or elsewhere.~~

~~21. If a thesis exceeds the permitted length, the board concerned may decline to appoint examiners or to forward the thesis to examiners already appointed, and may return it to the candidate for revision. If the examiners find that a thesis which has been forwarded to them exceeds the permitted length, they should report the fact to the relevant board and await further instructions before proceeding with the examination.~~

21. If a thesis exceeds the permitted length, the board concerned may decline to appoint examiners or to forward the thesis to examiners already appointed, and may require the candidate to submit a revised thesis. If the examiners find that a thesis which has been forwarded to them exceeds the permitted length, they should report the fact to the relevant board and await further instructions before proceeding with the examination.

.....

~~25. Candidates who wish to re-submit for the Degree after referral must submit a further application for appointment of examiners and two copies of the revised thesis. The procedures for the first submission will apply, except that the deadline for both submission of the thesis and the application for appointment of examiners will be the final day of the candidate's fourth term.~~

25. Candidates who wish to re-submit for the Degree after referral must submit a further application for appointment of examiners and a revised copy of the thesis via RTDS. The procedures for the first submission will apply, except that the deadline for both submission of the thesis and the application for appointment of examiners will be the final day of the candidate's fourth term.

Explanatory Notes

At its meeting in Hilary term 2019, Research Degrees Panel agreed that all research degrees theses should be submitted electronically rather than in hard copy with effect from all students submitting for examination for the first time in Michaelmas term 2019 or later. These regulation changes bring into effect that decision.

Research Degrees Panel of Education Committee

Approved at the meeting of Research Degrees Panel on 11 June 2019

Regulations for the Degrees of Master of Philosophy in Law and Master of Philosophy in Socio-Legal Research

Brief note about nature of change: amendments to reinstatement provisions

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/rftdomopilamopis-legarese/> as amended by the Gazette notice of 25 July 2019.

Effective date

From MT 2019

Detail of change

1. Amend clause 7 (cit. ref. 1.7) as indicated, new text underlined, deleted text struck through.
2. Insert new clause 8 after clause 7 as indicated below.
3. Renumber existing clauses 8-28 as clauses 9-29.
4. Update cross-references in clause 26 (cit. ref. 1.30) as indicated, new text underlined, deleted text struck through.
5. Insert new clauses 30-32 after existing clause 29 as indicated below.

Reinstatement

~~7. A student who has withdrawn or who has been withdrawn may apply for reinstatement within two years of their status ceasing. Such applications shall be addressed by the former student to the Graduate Studies Committee, and shall be accompanied by written statements commenting on the application from the candidate's society and from the former supervisor. The Graduate Studies Committee shall reach a decision on such applications and shall determine the date from which any reinstatement granted under these provisions shall be effective. No reinstatement may be granted under these provisions if the student~~

has already held MPhil status for six terms.

7. It shall be open to a candidate who has withdrawn or who has been withdrawn to apply to the Graduate Studies Committee for reinstatement within twenty-four months of their status ceasing. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Graduate Studies Committee provided that:

(i) no more than twenty-four months have passed since the candidate withdrew or was withdrawn; and

(ii) the number of terms for which the candidate held MPhil status did not exceed six terms.

The Graduate Studies Committee shall determine the date from which any reinstatement granted under these provisions shall be effective.

8. Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Graduate Studies Committee and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the Faculty, supervisor and college.

.....

~~26.~~ 27. The examiners shall conduct a second examination under the terms outlined in clauses ~~20-23~~ 21-24 above, except that they may exempt a candidate from oral examination if they are satisfied that they can recommend to the board that the candidate has reached the standard required for the Degree without an oral examination.

.....

30. If a candidate wishes to re-submit for the Degree after referral under clause 25 above, but is unable to do so by the final day of their fourth term under clause 26 above, no subsequent extension shall be granted, but it shall be open to a candidate whose name has been removed from the Register of Students to apply to the Board for reinstatement as a Student for the Master of Philosophy in Law/Socio-Legal Research. The application should have the support of their society and supervisor, a revised copy of the thesis should have been submitted to the Graduate Studies Committee via RTDS, and such reinstatement fee as may from time to time be prescribed by Council should have been paid. Leave to supplicate shall not be granted until this fee has been paid.

31. Permission for reinstatement to the Register of Students may be granted by the Graduate Studies Committee within twenty-four months of the date the student was notified of the outcome of their examination.

32. Exceptionally, a candidate who is not able to apply for reinstatement within that

timeframe may make an application to Council's Education Committee for reinstatement to the Register of Students. Such candidates must meet the requirements for reinstatement by the Graduate Studies Committee and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate was last examined, the seriousness of the causes for the delay, and the views of the Faculty, supervisor and college. Education Committee will not normally consider applications if sixty months or more have elapsed since the notification of the outcome of the examination.

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. The regulations for the MPhil in Law and MPhil in Socio-legal Research already included provisions relating to a time limit for reinstatement. These changes ensure that these regulations are in line with provisions for other research degrees.

Research Degrees Panel of Education Committee

Approved at the meeting of Research Degrees Panel on 11 June 2019

Regulations for the Medical Sciences Doctoral Training Centre

Brief note about nature of change: introduction of time limit for reinstatement

Location of change

In *Examination Regulations 2018*, <http://www.admin.ox.ac.uk/examregs/2018-19/msdoctracent/>

Effective date

From MT 2019

Detail of change

Amend clause 2 (cit. ref. 1.13) as indicated, new text underlined, deleted text struck through.

2. Register of Probationer Research Students

The Board may grant a student suspension from the Register of those admitted to the status of Probationer Research Student or deprive a student of his or her status; and in such cases it shall at all times follow procedures determined by the Education Committee by regulation. ~~The Board may also reinstate a student to the Register, provided that the total number of terms a student has spent as a Probationer Research Student has not exceeded six terms in the case of a student on a four-year Medical Sciences Doctoral Training Centre programme.~~

It shall be open to a candidate whose name has been removed from the Register to apply to the Board for reinstatement to the Register as a Probationer Research Student. The application should have the support of their society and supervisor, and such reinstatement fee as may from time to time be prescribed by Council should be paid. Permission for reinstatement to the Register of Students may be granted by the Board provided that:

(i) no more than twenty-four months have passed since the student's name was

removed from the Register; and

(ii) the number of terms the candidate spent with the status of a Probationer Research Student did not exceed six terms in the case of a student on a four-year Medical Sciences Doctoral Training Centre programme.

Exceptionally, a candidate who is not able to apply for reinstatement within the provisions above may make an application to Council's Education Committee for reinstatement to the Register of Students as a Probationer Research Student. Such candidates must meet the requirements for reinstatement by the Board and in addition must provide a statement explaining why it is reasonable for Education Committee to permit their reinstatement and outlining the circumstances that have prevented earlier submission. For such applications, Education Committee will consider the length of time since the candidate's name was on the Register of Students, the seriousness of the causes for the delay, and the views of the student's department, supervisor and college.

Explanatory Notes

At its meeting in Trinity term 2019, Research Degrees Panel agreed that there should be a time limit for boards to consider requests for reinstatement to a previously held research degree status. Requests received after the time limit will be considered by Education Committee. These regulation changes bring into effect that decision.

EdC(MT19)

Education Committee

Approved by the chair of Education Committee on 19 October 2019

Regulations on Recognized Students

Brief note about nature of change: amendments to application requirements

Location of change

In *Examination Regulations 2019*, <http://www.admin.ox.ac.uk/examregs/2019-20/recostud/>

Effective date

From MT 2019

Detail of change

Amend the regulation as indicated, new text underlined, deleted text struck through.

1. There shall be a Register of Recognized Students who are not members of the University.

2. ~~The Board of a faculty or divisional board may place the name of any applicant on the Register of Recognized Students:~~

~~Provided that the applicant:~~

Any academic division, department or faculty board may place the name of any applicant of the Register of Recognized Students provided that the applicant:

(a) is not a member of the University,

(b) possesses the qualifications required from candidates for admission to the status of Senior Student except that persons not so qualified may in exceptional cases be admitted,

(c) is placed under an academic adviser appointed by the relevant board. It shall be the duty of the academic adviser to advise on the work of the student but not to give systematic instruction. ~~He or she~~ The adviser shall submit a report on the progress of the student to the bBoard at the end of each term.

3. Application for admission as a Recognized Student shall ~~be made to the Registrar for~~

~~submission to the appropriate faculty board and shall be accompanied by~~include:

- (a) evidence of the degrees previously obtained by the applicant,
- (b) a statement of the proposed subject of study,
- (c) ~~a certificate from a professor or head of a department of the University of Oxford supporting the application~~ two references, normally from senior academic members of the applicant's current university;
- (d) proof of English language proficiency at the appropriate level determined by the relevant board.

Applications will be assessed by an academic assessor appointed by the relevant board. The decision to admit an applicant is the responsibility of the relevant board which may delegate approval to the Director of Graduate Studies or equivalent or other appropriate person.

4. If an applicant for admission as a Recognized Student shall propose a subject of study which is outside the scope of the board of any faculty or divisional board but which may in the opinion of the Education Committee be profitably studied at Oxford, that committee may, on the recommendation of a delegacy or committee constituted under the provisions of the appropriate regulation, deal with ~~his or her~~ their case as if it were the board of a faculty.

5. For each term for which ~~his or her~~ their name is on the Register, every Recognized Student shall pay a fee at the annual rate specified by the Regulations on Financial Matters, to the Curators of the University Chest, within fourteen days from the beginning of Full Term (or from the date of the decision to place ~~his or her~~ their name on the Register, in the case of a decision taken during Full Term and applying to that term), ~~a fee at the annual rate specified in the appropriate regulation.~~

6. A Recognized Student shall cease to hold that status

- (a) if ~~he or she~~ they shall have failed to pay the fees required under clause 5,
- (b) if ~~his or her~~ their name shall have been removed from the Register by the ~~faculty or divisional board concerned~~ relevant board.

7. Every Recognized Student shall be entitled

- (i) to use the University Libraries subject to the provision of the statutes governing particular Libraries,
- (ii) to attend lectures advertised in the lists of boards of faculties and other bodies:

Provided that attendance

- (a) at lectures described as seminars or classes or informal instruction shall be subject to the permission of the holder,
- (b) at lectures given in any college building shall be subject to the right of the college concerned to refuse admission.

(iii) to work in any University department or institution subject to the agreement of the head of that department or institution.

8. No Recognized Student shall have ~~his or her~~ their name on the Register of Recognized Students for more than three terms.

~~9. A faculty or divisional board shall have power to remove from the Register the name of any Recognized Student which it has placed on the Register.~~

9. The relevant board shall have power to remove the name of any Recognized Student from the Register of Recognized Students.

Explanatory Notes

The application process is being amended so that applicants are not required to provide a statement from a prospective supervisor in support of their application for admission. This requirement created the expectation from applicants that they had already been accepted if they had support from a prospective supervisor.

The opportunity is being taken to update the regulations to reflect existing practice more accurately and to remove binary gender references and obsolete references.

Education Committee

Approved at the meeting of Higher Doctorates Sub-Panel of Research Degrees Panel (of Education Committee) of 2 December 2019

General Regulations for Higher Doctorates

Brief note about nature of change: To permit persons who were members of Congregation at the point of retirement from the University to be eligible to apply for leave to supplicate for one of the higher doctorates.

Location of change

In *Examination Regulations 2019*, General Regulations for Higher Doctorates, <http://www.admin.ox.ac.uk/examregs/2019-20/grforhighdoct/administratorview/>

Effective date

With immediate effect

Detail of change

Amend citation reference 1.4 as follows (new text is underlined):

2. Any person who is a current member of Congregation (or was a member at the point of retirement from the University) or holds a degree of the University may apply for leave to supplicate for one of the higher doctorates. Candidates from the University of Cambridge or the University of Dublin who have been incorporated in this University are precluded from supplicating for one of the higher doctorates, unless they are also a current member of Congregation (or were a member at the point of retirement from the University) or hold a degree of the University.

Explanatory Notes

Higher Doctorates Sub-Panel of Research Degrees Panel (of Education Committee) decided at its meeting of 2 December 2019 that any person who was a member of Congregation at the point of retirement from the University should be eligible to apply for leave to supplicate for one of the higher doctorates (in addition to current members of Congregation and persons who hold a degree of the University). Persons who were members of Congregation at the point of retirement will therefore be eligible to apply with

effect from the opening of 2020-21 applications for higher doctorates, in August 2020.

Education Committee

Approved on behalf of Education Committee on 17 June 2020

Regulations for the Conduct of University Examinations: Part 1 Introduction

Brief note about nature of change:

Removal of reference to the MSt Legal Research as it is no longer offered

Location of change

In *Examination Regulations 2019*, <http://www.admin.ox.ac.uk/examregs/2019-20/rftcoue-part1intr/>

Effective date

With effect from MT20

Detail of change

1. Delete the following text under 1.4:

“(3) They do not apply to University Examinations for the degree of Doctor of Divinity, Medicine, Civil Law, Letters, Science, Music and Philosophy or Master of Letters, Master of Science by Research, ~~and Master of Studies in Legal Research~~, or Bachelor of Divinity.”

Explanatory Notes

Removes reference to the MSt Legal Research as it is no longer offered as a programme of study.

Education Committee

Approved at the meeting of 29 May 2020

Regulations for the Conduct of University Examinations: Part 14 Late Submission, Non-submission, Non-appearance and Withdrawal from Examinations

Brief note about nature of change: inclusion of provisions for declared to have deserved Honours/Masters outcomes

Location of change

In *Examination Regulations 2019*,

<https://examregs.admin.ox.ac.uk/Regulation?code=rftcoue-p14ls-n-snawfromexam>

Effective date

With immediate effect

For first examination from 2019-20

Detail of change

1. Amend citation reference 1.1 as follows (new text underlined)

14.1. This Part provides for candidates who wish to withdraw from or suspend any University Examination after their names have been entered under Part 9 of these regulations or who do not appear at the time and place appointed for taking any examination for which they have been entered or who do not submit a thesis or other exercise at the time and place appointed. This Part also provides for the award of 'declared to have deserved' outcomes by the Examination Board when excusal for absence from summative assessments has been granted.

2. Insert new text after citation reference 1.65 (clause 14.21)

Declared to deserve outcomes

14.22. A candidate who has certified that they are unable to complete a University Examination and that they are unable to suspend and return in the following academic year may be considered for a 'declared to have deserved' outcome.

14.23. The candidate's college (where applicable) and department will be required to confirm that the candidate:

- Has passed all summative assessment to date, in accordance with the subject's normal rules, and;
- Does not have any resits for summative assessment outstanding, and;
- Has achieved a satisfactory performance in formative assessment, and;
- Is not subject to outstanding academic disciplinary procedures

14.24. The exam board should consider whether the candidate has submitted enough work to allow them to award a classified degree, and where possible will determine the candidate's proper class, based on the academic performance achieved. If a classified outcome cannot be awarded and the candidate meets the eligibility criteria as defined in 14.23, the candidate will be awarded one of the following outcomes as appropriate for the original qualification aim:

Outcomes collectively known as DDH

- Declared to have Deserved Honours,
- Declared to have Deserved Undergraduate Advanced Diploma,
- Declared to have Deserved Undergraduate Diploma,
- Declared to have Deserved Undergraduate Certificate,
- Declared to have Deserved Certificate of Higher Education,
- Declared to have Deserved Foundation Certificate

Outcomes collectively known as DDM

- Declared to have Deserved Masters,
- Declared to have Deserved Postgraduate Diploma,
- Declared to have Deserved Postgraduate Certificate
- Declared to have Deserved PGCE,
- Declared to have Deserved PFCE.

3. Amend numbering of subsequent clauses as follows (new text underlined):

14.22.14.25 A candidate or their college who is dissatisfied with any decision made by the Proctors or by the examiners under this Part, may appeal against that decision in accordance with the provisions of regulations 18.1 or 18.2 below.

Explanatory Notes

The outcome of Declared to have Deserved Honours is already permitted, but rarely used, under Part 14 of the Regulations for the Conduct of University Examinations. As a result of the disruption to assessment caused by the Covid 19 pandemic during 2019-20 academic year, there are expected to be a number of students who are unable to take or complete

their summative assessments in Trinity term 2020. As one of several measures to mitigate the impact of the disruption, it has been agreed to expand the scope of the available 'Declared to have Deserved' outcomes to include both postgraduate taught qualifications and undergraduate qualifications below honours degrees. The proposed changes to these regulations are in line with the mitigation measures already communicated to staff and students.