MPLS Divisional Board

Approved by officers on behalf of Education Committee on 5 September 2022

Title of Programme

Software Engineering Programme

Brief note about nature of change: Clarification of entry and exit points, assessment requirements, and suspension and extension provisions; discontinuation of PGCert Object Technology.

Location of change

Examination Regulations 2021/22

https://examregs.admin.ox.ac.uk/Regulation?code=softengiprog

Effective date

For students starting from MT22

Detail of change

Software Engineering Programme

For students registering on the M.Sc. in Software Engineering or the M.Sc. in Software and Systems Security on or after 1 April 2010.

A. Definition of the Programme

- 1. The Mathematical, Physical and Life Sciences Divisional Board shall offer a Programme of Studies in Software Engineering at postgraduate level.

- 2. The subjects of the Programme shall be Software Engineering and Software and Systems Security. ~~and Object Technology.~~

- 3. The following awards shall be available within the Programme:

  - i. M.Sc. in Software Engineering

  - ii. M.Sc. in Software and Systems Security

  - iii. Postgraduate Diploma in Software Engineering

  - iv. Postgraduate Diploma in Software and Systems Security

  - v. Postgraduate Certificate in Software Engineering

  - vi. Postgraduate Certificate in Software and Systems Security

  - ~~vii. Postgraduate Certificate in Object Technology~~

- 4. The Mathematical, Physical and Life Sciences Divisional Board shall elect for the supervision of the Programme a Supervisory Committee which shall have the power to arrange lectures and other instruction.

B. Progression

- 5. Entry to the Programme is to the M.Sc. ~~Postgraduate Diploma or Postgraduate Certificate in Software Engineering,~~ in Software Engineering ~~and~~ or the M.Sc. ~~Postgraduate Diploma or Postgraduate Certificate~~ in Software and Systems Security. ~~or the Postgraduate Certificate in Object Technology.~~

- 6. ~~Based on satisfactory performance and~~ With the approval of the Programme Director, a candidate may transfer from the M.Sc.~~, Postgraduate Diploma or Postgraduate Certificate~~ in Software Engineering to the ~~M.Sc.,~~ Postgraduate Diploma or Postgraduate Certificate in Software Engineering, and from the MSc in Software and Systems Security to the Postgraduate Diploma or Postgraduate Certificate in Software and Systems Security, ~~or vice versa, subject to being eligible to study for the relevant award as set out in sections C and D below. Transfer is also permitted from the Postgraduate Certificate in Object Technology to one of Postgraduate Certificates or Postgraduate Diplomas set out in clause 3 above.~~

- ~~7. Based on satisfactory performance and with the approval of the Programme Director, a candidate for the M.Sc. in Software Engineering or for the M.Sc. in Software and Systems Security may be awarded one of the Postgraduate Certificates or Postgraduate Diplomas set out in clause 3 above, or a candidate for the Postgraduate Diploma in in Software Engineering or Software and Systems Security may be awarded one of the Postgraduate Certificates set out in clause 3 above, subject to such a candidate having satisfied the criteria for the award of the relevant Postgraduate Certificate or Postgraduate Diploma as set out in section D below.~~ 7. Candidates who do not enter for or do not successfully complete the dissertation or do not otherwise meet the requirements for either the

MSc Software Engineering or the MSc Software and Systems Security may be awarded a Postgraduate Diploma or Postgraduate Certificate provided they meet the requirements for those awards given in Section D.

C. Eligibility for awards: duration of study

- 8.7.To be eligible for the award of an M.Sc., a student must have been on the Register for the Programme for a period of not less than two years, and not more than four years. The minimum period of registration for the award is two years and the maximum period of registration is four years.

- 9. 8. To be eligible for the award of a Postgraduate Diploma, a student must have been on the Register for the Programme for a period of not less than one year, and not more than three years.

- 10. 9. To be eligible for the award of a Postgraduate Certificate, a student must have been on the Register for the Programme for a period of not less than one year, and not more than two years.

- 11. The Programme Director shall have power

    - a. to grant suspension from the Register for a period or periods totalling not more than three terms during each of the maximum periods given in clauses 8, 9, and 10 above;

    - b. to approve an extension of time of not more than three terms to each of the maximum periods given in clauses 8, 9, and 10 above;

- subject to the total periods of suspensions and extensions not exceeding six terms overall.

- 8. If, for good cause, a student is temporarily unable to study, the Programme Director may grant the student's request for a temporary suspension of status up to a maximum of three terms. Applications for suspension of status should be made to the Programme Office and should be accompanied by statements of support from the student's supervisor and society.

D. Eligibility for awards: study and examinations

- 12. 9. Schedules A–C I and II of modules will be published at http://www.cs.ox.ac.uk/softeng/handbook/schedules.html on the programme's website. If insufficient students register for a module the Programme Director may make the decision not to offer that iteration of the module.

- 13. 10. Every candidate will be required to satisfy the examiners in the following:

    - **a. M.Sc. in Software Engineering**

        - (i) attendance at a minimum of at assessment for ten modules chosen from those in the Schedules I and II, as specified in the

course handbook. ~~comprising a programme of study approved by the Supervisory Committee;~~

- ~~(ii) submission of at least ten written assignments corresponding to those modules;~~

- ~~(iii)~~ (ii) participation in a project module

- ~~(iv) submission of~~ (iii) a dissertation of not more than 20,000 words ~~(including appendices and footnotes but excluding bibliography)~~ on a subject selected by the candidate in consultation with the supervisor and approved by the Supervisory Committee. In preparation for the dissertation, candidates will be required to submit a proposal following participation in the project module. Dissertations submitted which differ from the topic approved by the Supervisory Committee may not be marked by the examiners;

- **b. M.Sc. in Software and Systems Security**

  - (i) ~~attendance at a minimum of~~ assessment for ten modules chosen from those in ~~the~~ Schedules I and II, as specified in the course handbook. ~~, of which at least six should come from Schedule C, together comprising a programme of study approved by the Supervisory Committee;~~

  - ~~(ii) submission of at least ten written assignments corresponding to those modules attended;~~

  - ~~(iii)~~ (ii) participation in a project module;

  - ~~(iv) submission of~~ (iii) a dissertation of not more than 20,000 words ~~(including appendices and footnotes but excluding bibliography)~~ on a subject selected by the candidate in consultation with the supervisor and approved by the Supervisory Committee. In preparation for the dissertation, candidates will be required to submit a proposal following participation in the project module. Dissertations submitted which differ from the topic approved by the Supervisory Committee may not be marked by the examiners;

  - ~~(v) the subject of the projects and dissertation shall relate to software and systems security, and must have been approved as such by the Supervisory Committee.~~

- **c. Postgraduate Diploma in Software Engineering**

  - (i) ~~attendance at a minimum of at~~ assessment for eight modules chosen from those in ~~the~~ Schedules I and II, as specified in the course handbook, ~~comprising a programme of study approved by the Supervisory Committee;~~

- - (ii) submission of at least eight written assignments corresponding to those modules attended.

  - o **d. Postgraduate Diploma in Software and Systems Security**

    - - (i) ~~attendance at a minimum of~~ assessment for eight modules chosen from those in ~~the~~ Schedule I and II, as specified in the course handbook~~, of which at least five should come from Schedule C, comprising a programme of study approved by the Supervisory Committee;~~

    - - ~~(ii) submission of at least eight written assignments corresponding to those modules attended.~~

  - o **e. Postgraduate Certificate in Software Engineering**

    - - (i) ~~attendance at a minimum of~~ assessment for four modules, chosen from ~~the~~ Schedule, I and II, as specified in the course handbook. ~~together comprising a programme of study approved by the Supervisory Committee;~~

    - - ~~(ii) submission of at least four written assignments, corresponding to those modules attended.~~

  - o **f. Postgraduate Certificate in Software and Systems Security**

    - - (i) ~~attendance at a minimum of~~ assessment for four modules, chosen from ~~the~~ Schedules I and II, as specified in the course handbook, ~~at least three of which chosen from Schedule C, together comprising a programme of study approved by the Supervisory Committee;~~

    - - ~~(ii) submission of at least four written assignments, corresponding to those modules attended.~~

  - ~~o **g. Postgraduate Certificate in Object Technology**~~

    - - ~~(i) attendance at a minimum of four modules, chosen from the Schedule, at least three of which chosen from Schedule B, together comprising a programme of study approved by the Supervisory Committee;~~

    - - ~~(ii) submission of at least four written assignments, corresponding to those modules attended.~~

  - ~~o 14.~~ 11. The ~~assignments~~ assessments, the project and~~, for the M.Sc., two typewritten or printed copies of~~ the dissertation~~,~~ shall be submitted as described in, and by the date given in the Course Handbook. ~~forwarded to the examiners for consideration by such dates as the examiners shall determine and shall notify to candidates, supervisors and tutors. The assignments and the dissertation must be accompanied by a statement~~

that it is the candidate's work except where otherwise indicated. ~~Candidates are usually required to submit the assignments electronically. Details will be given in the programme handbook. Any candidate who is unable, for some reason, to submit practical work electronically must apply to the Programme Director for permission to submit the work in paper form. Such applications must reach the Programme Director two weeks before the deadline for submitting the work. The two copies of the dissertation shall be addressed to the Chair of Examiners, Software Engineering Programme, c/o Examination Schools, High Street, Oxford, OX1 4BG.~~

- ~~14.~~12. Provided the Supervisory Committee is satisfied that a candidate has undertaken equivalent study, of an appropriate standard, normally at another institution of higher education, the committee shall have the discretion to permit the candidate to be exempted from ~~attending, and submitting the written assignment for,~~ completing modules chosen from Schedule I and II, as required under clause ~~12~~ 10 above as follows:

  - a. For the M.Sc.: up to two of the total of ten modules ~~for which written assignments are required~~;

  - b. For the award of the Postgraduate Diploma: up to two of the total of eight modules;

  - c. For the award of the Postgraduate Certificate: up to one of the total of four modules.

  - That equivalent study might consist of modules from Schedules I or II ~~A, B, or C~~ completed and assessed prior to the commencement of the student's period of study; or it might take the form of courses of an appropriate standard from another institution of higher education. In either case, the equivalent study should have been completed no longer than 2 years prior to ~~matriculation~~ first registration for the programme.

- ~~15.~~13. Candidates may be required to attend a viva voce examination as part of the examination for each award at the discretion of the examiners.

- ~~16. The examiners may award a distinction for excellence in the whole examination for each award.~~

- ~~17.~~ 14. Candidates who fail to satisfy the examiners in the assignments under clause ~~13~~ 10 above may be permitted to resubmit work in respect of the part or parts of the examination which they have failed for ~~examination~~ reassessment on not more than one occasion which shall normally be within one year of the initial failure. ~~No written assignment shall be submitted to the examiners on more than one occasion.~~

E. Subsuming of previous awards under the Programme

- ~~18.~~ 15. In the exceptional circumstances that a candidate granted approval under clause 7 above to be awarded of one of the Postgraduate Certificates or

Postgraduate Diplomas (set out in clause 3 above) is readmitted to one of the M.Scs (set out in clause 3 above), then the following apply:

- o a. If any candidate who is successful in the examination for the Postgraduate Diploma has previously successfully completed the Postgraduate Certificate, and for that examination has incorporated the assignments submitted for the Postgraduate Certificate into the Postgraduate Diploma, then the Postgraduate Diploma will subsume ~~his or her~~ their Certificate.

- o b. If any candidate who is successful in the examination for the M.Sc. has previously successfully completed the Postgraduate Diploma or the Postgraduate Certificate, and for that examination has incorporated the assignments submitted for the Postgraduate Certificate or Postgraduate Diploma into the M.Sc., then the subsequent award will subsume ~~his or her~~ their previous award.

~~F. Examination Conventions and Readmission~~

- ~~19. In the case of a candidate who is readmitted they will be subject to the Examination Conventions in force at the date of their readmission.~~

Explanatory Notes

Changes in suspension and extension provisions are intended to prevent issues which have arisen around the length of time it has taken some students to complete the course and the relevancy of initial modules and to provide greater consistency of treatment with other programmes.

Removal of PGCert Object Technology to reflect its discontinuation as a course available for admission.

Changes to reflect that students are admitted for an MSc but may opt to transfer and exit with a PGCert or PGDip.

Clarification of assessment requirements to reflect more accurately current practice.

Removal of binary gender references.

Removal of provisions that are more appropriately recorded in other regulations, in the course handbook and in exam conventions.

MPLS Divisional Board

Approved at the meeting of:

MPLS Divisional office approval Long Vacation 2022.

Honour School of Biology

Brief note about nature of change:

Correction to Gazette notice 2122-07-TUG published 30th June 2022

Clarification that students can only enter for one Supplementary subject in any year in which they enter for the FHS Part IA, Part IB and/or FHS Part II Biology examination.

Location of change

In *Examination Regulations 2019/20*

2019-20, Honour School of Biology (ox.ac.uk)

Effective date

For students starting the MBiol in MT2019.

For all students on course Michaelmas Term 2022.

For first examination from 2022-23.

Detail of change

1.14(b) Candidates may enter for Supplementary Subjects in any or all of the academic years in which they take the Part IA, Part IB or Part II written examinations of the Final Honour School. No more than **one** Supplementary Subject can be taken in any year.

Explanatory Notes

The previous notice omitted the fact that only one Supplementary Subject can be taken in any year.

Mathematical, Physical and Life Sciences Divisional Board

Approved by Chair's action

Research Degrees in Physical Sciences

Brief note about nature of change: addition required to MPLS regulations to include information for the part-time DPhil Engineering Science

Effective date

With immediate effect for all students.

Location of change

In *Examination Regulations* 2019/20

[2019-20, Research Degrees in Physical Sciences (ox.ac.uk)](ox.ac.uk)

Detail of change

- Under Research Degrees in Physical Sciences and above 1.(above citation 1.1.)

Please add:

All research students will be admitted to the status of Probationer Research Student in the first instance. Students may hold the status of Probationer Research Student for a maximum of four terms (or eight terms in the case of a student on the part-time Engineering Science). Students will normally be expected to achieve Transfer of Status in their third or fourth term after admission (or sixth to eighth terms after admission for part-time students).

Candidates should discuss with their supervisor whether to apply for transfer to M.Sc. status or D.Phil. status, and the most appropriate time at which to apply. In exceptional circumstances the Board may grant up to two terms' extension to this deadline (or up to four terms for a part-time student).

- Under 3 *Confirmation of status of students for the Degree of Doctor of Philosophy,* above citation 1.4

Please add:

Candidates shall normally apply for confirmation of status in the eighth term from their admission as a research student, and no later than the ninth term from their admission as a research student (or the sixteenth and eighteenth terms respectively in the case of a student on the part-time Engineering Science). In exceptional circumstances the Board may grant up to three terms' extension to this deadline (or up to six terms for a part-time student).

The Board strongly advises candidates to apply for confirmation of status a minimum of one

term before they intend to submit their thesis (two terms for a part-time student).

Explanatory Notes: addition required to MPLS regulations to include information for the part-time DPhil Engineering Science. Unfortunately, when the programme was approved and set up in 2017, a draft notice was prepared but was never published in the Gazette.

MPLS Divisional Board

Approved by the PVC (Education) on behalf of Education Committee Trinity Term 2022, MPLS Education Committee Hilary Term 2022 and Earth Sciences Teaching Committee Hilary Term 22.

Final Honour School in Earth Sciences

Brief note about nature of change:

1. FHS Part A1 (year 2): (i) Reorganisation of practical work so that this is assessed at multiple points throughout the second year rather than as a practical exam in TT. (ii) Change from 2 to 3 written papers (3 x 3h).
2. FHS Part A2 (year 3): Replacement of mapping project with an independent project which may be a mapping project but could also cover another practical area of Earth Sciences.

Location of change

In *Examination Regulations 2018/19*

[2018-19, Honour School of Earth Sciences (ox.ac.uk)](#)

Effective date

For students starting on course in MT 2022.

For students starting the FHS in MT2023

For first examination from 2023-24.

Detail of change (as underlined)

A

- 1.6 6. The name of a candidate in either the three-year course or the four-year course shall not be published in a class list until he or she has completed all parts of the respective examination; and in the case of the four-year course, has been adjudged worthy of honours by the examiners in Part A and Part B of the examination. The Examiners shall give due consideration to the performance in all parts of the respective examinations.

- ᴹ1.77. Part A1 may only be taken once, but no candidate shall be deemed to have failed. The second year mapping or practical project ~~should be submitted at the beginning of the fifth term after the candidate has passed the First Public Examination~~, must be submitted at the beginning of Hilary Tem of year 2 of the Final Honour School and may not subsequently be modified. A candidate who obtains only a pass, or fails to satisfy the examiners in Part A, may enter again for Part A2 of the examination on one, but no more than one, subsequent occasion. Where a candidate retakes the whole year, the candidate will submit a new third-year essay on a subject approved by the Chair of the Faculty of Earth Sciences or deputy as set out in section B, Geology (three year course), (ii), below. Where a candidate resits only the examinations, the third-year essay may be resubmitted by the deadline given in the Undergraduate Course Handbook. A candidate who fails to satisfy the examiners in Part A who subsequently enters a second time may not proceed to the fourth year. The fourth-year project ~~should be submitted in the ninth term after the candidate has passed the First Public Examination~~, must be submitted in Trinity Term of year 3 of the Final Honour School and may not subsequently be modified. The rules for handling the fourth-year project are to be found in the departmental Undergraduate Course Handbook. A candidate who obtains only a pass, or fails to satisfy the examiners in Part B, may not enter again for Part B.
- ᴹ1.88. A candidate adjudged worthy of Honours in the Second Public Examination for the four-year course may supplicate for the Degree of Master of Earth Sciences, provided that the candidate has fulfilled all the conditions for admission to a degree of the University.

Part A1

ᴹ1.13A candidate shall be required to offer:
- ᴹ1.14(i) Three papers ~~(Part A1), including practical elements,~~ to be taken in Trinity Term, of year 1 of the Final Honour School.~~in the third term after the candidate has passed the First Public Examination.~~
  (ii) A set of practical assessments completed during year 1 of the Final Honour School.
ᴹ1.15The list of subjects and syllabuses available will be published in the Course Handbook.

Part A2

ᴹ1.16A candidate shall be required to offer:
- ᴹ1.17(i) a report on an individual mapping or practical project~~, prepared according to the guidelines set out in the Course Handbook, the report~~ to be submitted by Thursday of Week 0 of Hilary Term of year 2 of the Final Honour School ~~in the fifth term after the candidate has passed the First Public Examination~~; and
- ᴹ1.18(ii) an extended essay~~, prepared according to the guidelines set out in the Course Handbook, the work to be undertaken in Hilary Term in the fifth term after the candidate has passed the First Public Examination, and the essay~~ to be submitted by the Thursday of Week 0 of Trinity Term of year 2 of the Final

Honour School ~~in the sixth term after the candidate has passed the First Public Examination~~. The subject of the essay must have been approved by the Chair of the Faculty of Earth Sciences or deputy ~~no later than the end of Michaelmas Full Term in the fourth term after the candidate has passed the First Public Examination~~; and

- 1.19(iii) seven papers~~, including practical elements,~~ to be taken in ~~Week 5 of~~ Trinity Term <u>of year 2 of the Final Honour School</u> ~~in the sixth term after the candidate has passed the First Public Examination~~.

1.20The list of subjects and syllabuses available will be published in the Course Handbook.

1.21The Head of Department of Earth Sciences or deputy shall provide the examiners with information showing the extent to which each candidate has satisfactorily completed the practicals and field courses. In addition, practical notebooks containing records of both field and laboratory courses must also be made available to the examiners.

1.22Examiners may take into account these records of practical and fieldwork, in particular with regard to the attendance record of the candidates, and to any marks awarded for assignments, when awarding classes. Material handed in from practical classes will be taken as evidence of attendance.

1.23For candidates whose attendance record is deemed unsatisfactory, the examiners have the discretion to reduce the final degree class of the candidate. Examiners may also take into account evidence of excellent performance in field or practical work when <u>determining overall outcomes</u> ~~drawing up class boundaries~~.

1.24Candidates may be examined viva voce at the examiners' discretion.

Explanatory Notes

These revisions are a result of a detailed course review that started in 2018. The new FHS will be first delivered in 2023-24 for students starting the course in 2022-23.The changes have been discussed and approved by relevant committees and are supported by students and external examiners.

MPLS Divisional Board

Approved by the PVC (Education) on behalf of Education Committee Trinity Term 2022, MPLS Education Committee Hilary Term 2022 and Earth Sciences Teaching Committee Hilary Term 22.

Preliminary Examination in Earth Sciences

Brief note about nature of change:

Reorganisation of practical work so that this is assessed at multiple points throughout the first year rather than as a practical exam in TT.

Location of change

In *Examination Regulations 2021/22*

2019-20, Preliminary Examination in Earth Sciences (ox.ac.uk)

Effective date

For students starting in MT 2022.

For first examination in 2022-23.

Detail of change (as underlined)

B

- ¹·³1. The Preliminary Examination in Earth Sciences shall consist of 5 compulsory papers taken at one examination, subject to the conditions of clause 5 below:
  - ○ ¹·⁴(*a*) Paper 1: Planet Earth
    ¹·⁵(*b*) Paper 2: Fundamentals of Geology (Theory)
    ¹·⁶~~(*c*) Paper 3: Fundamentals of Geology (Practical)~~
    ¹·⁷(c *d*) Paper 3 ~~4~~: Chemistry, Physics and Biology for Earth Sciences
    ¹·⁸(*e*) Paper 4 ~~5~~: an approved paper in Mathematics
  - ○ ¹·⁹The syllabus for these papers shall be published annually in the course handbook, not later than the beginning of Michaelmas Full Term for examination three terms thence.

- 2. An approved set of practical assessments at regular times during Michaelmas, Hilary and Trinity terms, subject to the conditions of clause 6 below.
- 1.10 3 2. In addition to the above four five papers a candidate in Earth Sciences shall be required to submit to the examiners such evidence as they require of the successful completion of field work normally pursued during the three terms preceding the examination. Candidates who fail to satisfy the examiners in this regard will be required to sit a further paper, which may only be taken once.
- 1.11 4 3. Candidates shall be deemed to have passed the examination if they have:
  - 1.12 (*a*) satisfied the Examiners in the four five papers in clause 1 either at a single examination or at two examinations in accordance with clause 6 5, and
  - (*b*) satisfied the Examiners in the set of practical assessments in clause 2, either at a single sitting or two sittings in accordance with clause 6, and.
  - 1.13 (c *b*) satisfied the additional requirements in clause 3 2.
- 1.14 5 4. The Examiners may award a distinction to candidates of special merit who have satisfied them in all four five papers in clause 1 and the set of practical assessments in clause 2 in one examination and in the requirements of clause 3 2 at the first attempt.
- 1.15 6 5. Candidates who fail in one or two papers listed in clause 1 may offer that number of papers at a subsequent examination. Candidates who fail more than two papers must resit all four five papers at a subsequent examination. Candidates who fail in any individual practical assessment must resit that assessment at a subsequent date.
- 1.16 7 6. The examination conventions of each examination paper listed in clause 1 and for the practical assessments in clause 2 will be published annually in the course handbook.

Explanatory Notes

This revision is a result of a detailed course review that started in 2018. The new course will be first delivered in 2022-23. The change has been discussed and approved by relevant committees and is supported by students and external examiners.

Mathematical, Physical and Life Sciences Divisional Board

Approved by Chair's action

Research Degrees in Mathematical Sciences

Brief note about nature of change: The department of Computer Science and Mathematics now require students to undertake some teaching in order to pass their transfer and confirmation milestone.

Effective date

With immediate effect for all students.

Location of change

In *Examination Regulations* 2021/22

[2021-22, Research Degrees in Mathematical Sciences (Computer Science, Mathematics and Statistics) (ox.ac.uk)](#)

Detail of change

Under 3 (ii) Citation 1.9 after 'suitability for transfer.'

Please add:

The applicant should also complete any mandatory courses or training as specified in the relevant Course Handbook.

Under 5 citation 1.41 after 'written report of progress.'

Please add:

The candidate should also complete any mandatory teaching as specified in the relevant Course Handbook.

Explanatory Notes: addition required to Mathematical Sciences regulations to include the new teaching requirement at transfer and confirmation of status.