

Changes in Examination Regulations to the University Gazette – Social Sciences Division

SSD/2/2/4

Social Sciences Divisional Board

Approved by officer's action on behalf of Quality Assurance Committee on 18 September 2024.

Title of Programme

Master of Business Administration

Brief note about nature of change:

Minor changes to submission details.

Effective date

For students starting from Michaelmas term 2024

For first examination from 2024/25

Location of change

In *Examination Regulations [2024-25, Master of Business Administration \(Full-time\)](#)* ([ox.ac.uk](#))

In addition to the changes published in the Gazette on 18 July 2024.

Details of Change:

Amend citations as follows:

§1. Degree of Master of Business Administration

1. Any person who has been admitted to the status of student for the Degree of Master of Business Administration, who has satisfied the conditions prescribed by this section, and who has satisfied the examiners as required, may supplicate for the Degree of Master of Business Administration.

2. The Social Sciences Board with the concurrence of the Education Committee shall have power to make and vary such regulations as may be necessary for carrying out the duties laid upon it and upon the Registrar by this section.

3. A Student for the Degree of Master of Business Administration who is not a graduate of the University may wear the same gown as that worn by Students for the Degree of Doctor of Philosophy.

§2. Admission of Candidates

1. A candidate seeking admission as a Student for the Degree of Master of Business Administration shall apply to the MBA Committee. Candidates for admission shall be required to provide such information as the committee may determine from time to time by regulation. Applicants shall in addition be required to undertake such other tests and meet such conditions as, subject to the approval of the Social Sciences Board, the committee may determine by regulation.

2. No person shall be admitted as a Student for the Degree of Master of Business Administration under these provisions unless they are also a member of some college, hall, or other approved society, and unless the application for admission as a Student for the Degree of Master of Business Administration has the approval of that society. The Head of Admissions shall forward the application to the candidate's society or to the society to which the candidate wishes to apply for membership, as appropriate; and admission by the committee shall be conditional upon admission by an approved society.

3. A student registered for any other graduate taught degree in the University may apply for transfer to the status of Student for the Degree of Master of Business Administration. The committee shall have power to make such transfer, provided that it is satisfied that the student is well qualified and well fitted to undertake the course of study for which application is made, and that the application has the support of the candidate's society. A candidate who transfers status in this way shall be reckoned as having held the status of Student for the Degree of Master of Business Administration from the time of admission to his or her previous status, unless the committee shall determine otherwise.

§3. Supervision of Students

1. Every candidate on admission as a Student for the Degree of Master of Business Administration shall be placed by the MBA Committee under the supervision of a member of the University or other competent person selected by the committee, and the committee shall have power for sufficient reason to change the supervisor of any student or to arrange for joint supervision by more than one supervisor, if it deems necessary.

2. It shall be the duty of the supervisor of a student entered upon a course of study to direct the work of the student, to meet the student regularly, and to undertake such duties as shall be from time to time set out in the Divisional Board's memorandum of guidance for students and supervisors.

3. The supervisor shall submit a report on the progress of a student to the committee three times a year, and at any other time when the committee so requests or the supervisor deems expedient. The supervisor shall communicate the contents of the report to the student on each occasion that a report is made, so that the student is

aware of the supervisor's assessment of their work during the period in question. In addition, the supervisor shall inform the committee at once if they are of the opinion that the student is unlikely to reach the standard required for the Degree of Master of Business Administration.

4. It shall be the duty of every Student for the Degree of Master of Business Administration to undertake such guided work and to attend such seminars and lectures as his or her supervisor requests; to attend such meetings with his or her supervisor as the supervisor reasonably arranges; and to fulfil any other requirements of the Divisional Board as set out in its memorandum of guidance for students and supervisors.

§4. Residence and other Requirements

1. No full-time Student for the Degree of Master of Business Administration shall be granted leave to supplicate unless, after admission, they have kept statutory residence and pursued their course of study at Oxford for at least thirty-seven weeks.

2. No full-time Student for the Degree of Master of Business Administration shall retain that status for more than six terms in all.

3. A Student for the Degree of Master of Business Administration shall cease to hold that status if:

(a) they shall have been refused permission to supplicate for the Degree of Master of Business Administration;

(b) the MBA Committee shall, in accordance with provisions set down by regulation by the Divisional Board, and after consultation with the student's society and supervisor, have deprived the student of such status;

(c) they shall have been transferred under the relevant provisions to another status; or

(d) they shall not have entered for the relevant examination within the time specified under this sub-section.

§5. Examination of Students

1. The examination for the Degree of Master of Business Administration shall be under the supervision of the MBA Committee. The subjects of each examination shall be determined by regulation by the committee, which shall have power to arrange lectures and courses of instruction for the assessment.

2. No candidate shall be permitted to take an examination under the preceding clause unless they have been admitted as a candidate for the examination in question by the committee and has satisfied any other conditions prescribed in the regulations for that course.

3. Unless otherwise provided in this sub-section, the number and distribution of examiners shall be as set out in the relevant regulation.

4. A candidate who has failed to satisfy the examiners in the examination may enter again on one, but not more than one, subsequent occasion for that part of the examination which they failed. Re-sits or re-submissions of assessed course components must take place no more than twelve months after the final meeting of the Board of Examiners, excluding any period of suspension.

5. Candidates must follow for at least three terms a course of instruction in Management Studies.

6. Candidates must complete the components below:

(a) all eight courses from the Schedule;

(b) four electives from the list offered for Hilary term;

(c) six electives from the list offered for Trinity term;

(d) EITHER two electives from the list offered for the Summer OR a Strategic Consulting Project which must be approved by the MBA Director OR an Internship for Credit which must be approved by the MBA Director.

Lists of Hilary term, Trinity term and Summer electives, including the method of assessment, will be published by the MBA Director no later than the preceding term. Candidates who have taken an MBA elective as part of another degree programme successfully completed at Oxford cannot normally take the same elective again as part of the MBA.

7. Students must attempt all assessments associated with the components above. the methods of assessment and associated deadlines will be published on the programme's Virtual Learning Environment.

8. All assessments must be submitted using the University approved online submission system. Technical information on the requirements for online submissions is provided on the programme's Virtual Learning Environment.

9. Candidates may fail one elective credit and still pass the programme as a whole.

10. Candidates may be required to attend an oral examination on any part.

Schedule

(a) Analytics

(b) Firms & Markets

(c) Accounting

(d) Strategy

(e) Business Finance

(f) Organisational Behaviour

(g) Technology & Operations Management

(h) Marketing

Explanatory Notes