

Changes to *Examination Regulations 2014*

1415-03-TPR

Medical Sciences Board

Approved: 15th July 2014

Title of Programme / Examination: D.Phil. programmes in the Medical Sciences Division and the Medical Sciences Doctoral Training Centre

Brief note about nature of change: To amend the requirements with respect to assessors for Confirmation of Status of students for the Degree of Doctor of Philosophy.

Effective date: With immediate effect

Location of change: *Examination Regulations 2014*

Details of change:

1. In *Examination Regulations*, 2014, p. 823, l. 14, replace 'at least one assessor will have had no direct supervisory involvement' with 'neither assessor will have had direct supervisory involvement'

Changes to *Examination Regulations 2014*

1415-02-HPR

Medical Sciences Board

Approved: 2nd December 2014

Title of Programme / Examination: Doctor of Philosophy in Experimental Psychology

Brief note about nature of change: To increase the word limit of Transfer of Status reports for the Doctor of Philosophy in Experimental Psychology from 3,000 words to 6,000 words, which reflects the longer thesis length for the programme.

Effective date: With immediate effect

Location of change: *Examination Regulations 2014*

Details of change:

1. In *Examination Regulations*, 2014, p. 822, l. 14, after 'candidates' insert ', with the exception of those on the Doctor of Philosophy in Experimental Psychology,'
2. Ibid., l. 18, after 'references.' insert 'Candidates on the Doctor of Philosophy in Experimental Psychology should submit a report of no more than 6,000 words which should include an abstract, introduction, results, discussion and future plans including a proposed timetable for completion. Students may add appendices as necessary of up to a further 2,000 words including methods, figure legends, and references. Further guidance on the form of report should be sought from the departmental Director of Graduate Studies.'

Medical Sciences Board

Approved: 11th September 2015 by the Medical Sciences Division Audit Sub-Committee

Title of Examination: MSc in Clinical Embryology

Brief note about nature of change:

- to remove regulations relating to the Practical Skills Test

Effective date:

- **For all students on course from Michaelmas Term 2015**
- **For first examination from 2015-16**

Location of change:

Examination Regulations 2015-16:

<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcinclinembr/studentview/>
MSc in Clinical Embryology

Details of change:

1. In Examination Regulations, 2015-16,
<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcinclinembr/studentview/>
MSc in Clinical Embryology, delete clause 4 (i) and amend the numbering of remaining clauses as follows:

'4. Candidates shall be examined in all of the following ways:

~~(i) Each candidate must submit to the Course Director by Monday of Week 8 of Michaelmas Term a skills checklist, initialled by the practical skills tutor, to verify that they have acquired the practical skills associated with the course. This checklist will be made available to the examiners. A candidate who submits an incomplete checklist will be required to undertake remedial training, and to resubmit the checklist by a specified date.~~

~~(ii)~~ (i) Each candidate must pass a qualifying examination at the end of Michaelmas Term. The examination shall normally consist of a two-hour computer-based assessment on the topics covered in modules I–V, as set out in the Schedule. Candidates who fail the qualifying examination shall be permitted to take it on one further occasion in Week 0 of Hilary Term. The Organising Committee shall submit to the examiners a list of candidates who have satisfactorily completed the qualifying examination not later than the end of the Hilary Term preceding the examination.

~~(iii)~~ (ii) Each candidate must submit a typewritten or printed essay of between 3,000 and

4,000 words on a topic approved by the Organising Committee. The arrangements for approval will be notified to candidates not later than the start of Michaelmas Term of the academic year in which the examination is taken. The essay must be submitted by noon, Thursday of Week 9 of Hilary Term. In the event that they are deemed not to have achieved the required standard in this element of the examination, candidates will have the opportunity to revise and resubmit their essay by noon, Friday of Week 3 of Trinity Term.

~~(iv)~~ (iii) Each candidate must pass a written examination in Week 0 of Trinity Term. The examination shall consist of a three-hour written paper on the topics covered in modules VI-X, as set out in the Schedule. Candidates who fail the examination shall be permitted to take it on one further occasion, no sooner than three weeks after the first occasion. Candidates must pass this examination in order to proceed with their research project.

~~(iv)~~ (iv) Each candidate must submit a typewritten or printed dissertation of not more than 10,000 words (excluding bibliography and appendices) on the research project as set out in the Schedule below. The research project and the subject of the dissertation must have been approved by the Organising Committee. The arrangements for approval will be notified to candidates not later than the start of Michaelmas Term of the academic year in which the examination is taken.

Candidates shall be examined viva voce on their dissertation, or on any other element of the examination, and shall also give poster and oral presentations on their research project. The viva voce examination will normally be conducted in September of the year in which the candidate is examined on dates to be determined by the examiners.'

Explanatory Notes

During Michaelmas term each student on the MSc in Clinical Embryology programme is required to complete a 'practical skills checklist' (a list of basic tasks, e.g. IT induction, safety induction, liquid handling workshop, microscopy workshop, etc.) before entry into the qualifying MCQ at the end of term. The forms are dated and signed by the Course Director. This is neither a formative or summative assessment and the requirement to complete it was included in the examination regulations only to encourage students to pay strict attention to these basic tasks early in the course. It was however brought to the attention of the Review Panel during the recent Divisional Course Review that the checklist represents a source for confusion amongst students. As a result of discussions following the review the Course Committee concluded that the most appropriate course of action was to remove the requirement to complete the checklist from the Examination Regulations. All components listed on the checklist remain a part of the timetabled curriculum and therefore attendance is monitored.

1516-03-MPT

Medical Sciences Divisional Board

Approved at the meeting of 6th October 2015

MSc Clinical Embryology

Brief note about nature of change: Amendment to method of submission of written work and addition of regulation relating to the resubmission of a failed dissertation.

Effective date

For students starting from [e.g. MT 2015]

For first examination from [e.g. 2015-16]

Location of change

In *Examination Regulations* 2015-16

<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcinclinembr/administratorview/>

Detail of change

[numbered list if more than one change to a programme]

1) P1, 1.6

~~(ii)(i)~~ Each candidate must pass a qualifying examination at the end of Michaelmas Term.

The examination shall normally consist of a two-hour computer-based assessment on the topics covered in modules I–V, as set out in the Schedule (see below). Candidates who fail the qualifying examination shall be permitted to take it on one further occasion in Week 0 of Hilary Term. ~~The Organising Committee shall submit to the examiners a list of candidates who have satisfactorily completed the qualifying examination not later than the end of the Hilary Term preceding the examination.~~

2) P1, 1.7

~~(iii)~~(ii) Each candidate must submit a ~~typewritten or~~ printed essay of between 3,000 and 4,000 words on a topic approved by the Organising Committee. The arrangements for approval will be notified to candidates not later than the start of Michaelmas Term of the academic year in which the examination is taken. The essay must be submitted by noon, Thursday of Week 9 of Hilary Term. In the event that they are deemed not to have achieved the required standard in this element of the examination, candidates will have the opportunity to revise and resubmit ~~their essay by noon, Friday of Week 3 of Trinity Term on one further occasion at a time notified by the Board of Examiners.~~

3) P1, 1.8

~~(iv)~~(iii) Each candidate must pass a written examination in Week 0 of Trinity Term. The examination shall consist of a three-hour written paper on the topics covered in modules VI-X, as set out in the Schedule. Candidates who fail the examination shall be permitted to take it on one further occasion, at a time notified by the Board of Examiners, no sooner than three weeks after the first occasion. ~~Candidates must pass this examination in order to proceed with their research project.~~

4) P2, 1.9

~~(v)~~(iv) Each candidate must submit a typewritten or printed dissertation of not more than 10,000 words (excluding bibliography and appendices) on the research project as set out in the Schedule below.

5) P2, 1.10

Candidates shall be examined viva voce on their dissertation, or on any other element of the examination, and shall also give poster and oral presentations on their research project. The viva voce examination will normally be conducted in September of the year in which the candidate is examined on dates to be determined by the examiners.

In the event that they are deemed not to have achieved the required standard in this element of assessment, candidates will have the opportunity to revise and resubmit the dissertation within a specified time after the viva, normally set by the Examination Board at three weeks. Candidates resubmitting the dissertation will not repeat the viva voce or the laboratory component of this piece of assessment.

6) P2, 1.14

5. Each written submission must be accompanied (in a separate sealed envelope addressed to the Chair of Examiners) by a certificate indicating that it is the candidate's own work and a ~~CD~~ USB memory stick containing an electronic copy of each written submission. This electronic copy will be used to check for Plagiarism using 'Turnitin' software.

Explanatory Notes

i) Minor amendment to the submission method to ensure essays are printed (word processed) only and an electronic copy is provided to the Chair of Examiners to facilitate plagiarism checks.

ii) Following University guidance to ensure resit arrangements for all postgraduate taught programmes are set out in the relevant exam regulations; the Course Director secured local committee agreement for the introduction of dissertation resit arrangements that are based on the University's DPhil thesis regulations. Candidates will have three weeks to revise and resubmit the dissertation which ensures that the same board of examiners, with knowledge of the candidate and the candidate's original dissertation, are involved in the re-examination process.

In such instances, the candidate will resubmit his/her dissertation to the Chair of Examiners by an agreed date and the resubmission will be re-examined by the internal examiners within a set timescale. There will be no repeat viva voce. Plans for the resubmission of the research dissertation were discussed by the local organising committee, in the presence of the Chair of Examiners, during August 2015, at the specific request of the Medical Sciences Division.

Medical Sciences Board

Approved: 28th September 2015

Title of Examination: MSc in Endovascular Neurosurgery (Interventional Neuroradiology)

Brief note about nature of change:

- (1) To update arrangements for notifying students about the set deadline for submission of the dissertation and logbook.

Effective date:

- **For all students on course from Michaelmas Term 2015**
- **For first examination from 2015-16**

Location of change:

Examination Regulations 2015-16:

<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcien-ineur/studentview/>
MSc in Endovascular Neurosurgery (Interventional Neuroradiology)

Details of change:

1. In Examination Regulations, 2015-16,
<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcien-ineur/studentview/>
MSc in Endovascular Neurosurgery (Interventional Neuroradiology), amend clause 8 as follows:

‘8. Three printed copies of each of the required written submissions (dissertation and log book) must be delivered to the Department, c/o Chair of the Examiners. These must be submitted by a date to be specified by the Organising Committee and ~~which will be published in the student handbook (not later than the start of Michaelmas Term of the academic year in which the examination is taken)~~ notified to students not later than 8th week of Hilary Term in the year in which the examination is taken as a date that would usually fall after the two week period following the end of the written examinations in Trinity term of the same academic year. Each written submission must be accompanied by a Declaration of Authorship signed by the candidate confirming that it is his or her own work.’

Explanatory Notes

It is not possible to specify the date for handing in the dissertation and logbook in the Course Handbook provided to students in Michaelmas term of the academic year in which

full-time students would sit their examination (and 2 years before the examination for part-time students) as this deadline is dependent on the written examination schedule (dictated by the Examinations and Assessments Team) which is usually set toward the end of Hilary term.

Medical Sciences Board

Approved:

Title of Examination: MSc in Neuroscience

Brief note about nature of change:

-To update regulations for accuracy regarding extended essays submission arrangements.

Effective date:

- **For all students on course from Michaelmas Term 2015**
- **For first examination from 2015-16**

Location of change:

Examination Regulations 2015-16:

<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcourinneur/studentview/> MSc in
Neuroscience

Details of change:

1. In Examination Regulations, 2015-16,
<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcourinneur/studentview/> MSc in
Neuroscience, amend clause 4 (ii) as follows:

‘(ii) each candidate will be required to submit to the examiners ~~either two copies of a typewritten or printed~~ online via WebLearn a pdf of a typed essay of not more than 3,000 words on a topic approved by the Organising Committee in each of the four modules chosen for study, as set out in the Schedule, *or* in the case of the modules specified by the Organising Committee one practical notebook in each module chosen for study; candidates must submit their titles for approval by deadlines determined by the Organising Committee and posted in the *Gazette* no later than the end of the preceding term;’

2. Ibid, delete clause 7 and substitute:

‘7. The dissertations on the first and second research projects must be submitted to the Chair of Examiners, M.Sc. in Neuroscience, c/o Examination Schools, High Street, Oxford by dates to be specified by the Organising Committee and which will be published in the University Gazette not later than the start of Michaelmas Term of the

academic year in which the examination is taken.

8. The essays for each module must be submitted online via Weblearn by deadlines determined by the Organising Committee and posted in the Gazette no later than the end of the preceding term.

9. The practical notebooks must be submitted to the Chair of Examiners, M.Sc. in Neuroscience, c/o Examination Schools, High Street, Oxford by deadlines determined by the Organising Committee and posted in the Gazette no later than the end of the preceding term.

10. Each submission must be accompanied by a certificate indicating that it is the candidate's own work.'

3. Ibid, amend the numbering of clauses 8, 9, and 10 accordingly (i.e. amend 8 to 11, 9 to 12, and 10 to 13.)

Explanatory Notes

Minor amendments to the extended essay submission arrangements only.

[Template for notifying changes in Examination Regulations to the University Gazette]

1516-05-MUG

Medical Sciences Divisional Board

Approved at the meeting of Biomedical Sciences Steering Committee (11 November 2015), MSD Undergraduate Studies Committee (20 November 2015), MSD EPSC (27 November 2015)

Name of Regulation

Preliminary Examination in Biomedical Sciences

Brief note about nature of change: Change to length of examination papers

Effective date

For all students on course from MT 2015 with immediate effect

Location of change

In *Examination Regulations 2015*

Detail of change

Page 77, line 15-16:

For each of subjects 1 and 2, two written papers will be set, ~~each of one hour and thirty minutes' duration.~~ Papers 1A and 2A will each be of one hour and thirty minutes' duration. Papers 1B and 2B will each be of two hours' duration. For subject 3, one written paper will be set, as specified for.....

Explanatory Notes

The Biomedical Sciences Steering Committee considered the Examiners' Reports on the Preliminary Examinations held in Trinity Term 2015 and the Long Vacation 2015 at their meeting on 11 November 2015. This had been the first year in which MCQs and essays were examined by separate papers. Examiners had reported that there had been an increase in the number of essays that appeared to have been finished abruptly or where the candidate had noted that they had run out of time. Examiners had commented that 30 minutes to complete each essay erred on the short side and thought it conceivable that in

previous years when papers A and B were a single 3 hour exam, more able students were able to dedicate additional time to the essay component having rapidly gone through the MCQs. Members of the Steering Committee, with strong support from the student members, felt that the essay paper should be the opportunity for the students to exhibit their knowledge and ability, and were in favour of the two essay papers being extended from 1.5 hours to 2 hours in length. The committee agreed to investigate whether the Examination Regulations could be changed for the Preliminary Examination in 2016.

All students currently studying towards the Preliminary Examination in Biomedical Sciences have given consent for the change to the regulations with immediate effect.

Medical Sciences Divisional Board**Approved: 24 March 2016****Title of Programme/ Name of Regulation [if general]**

First Examination for the Degree of Bachelor of Medicine

Brief note about nature of change: to clarify that permission to be exempted from the requirement to have passed the Part I examination before being admitted to the Part II examination would need to be sought from the Educational Policy and Standards Committee of the Medical Sciences Board

Effective date**For students starting from MT 2016**

And

For first examination from 2016-17**Location of change**

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/fbpiandii/studentview/>)

Detail of change

In 1.18:

'8. No candidate shall be admitted to the examination for Part II of the First Examination without first having passed all the subjects of Part I, save in exceptional circumstances. This shall require application to and approval on behalf of the Educational Policy and Standards Committee of the Medical Sciences Board following ~~application from the candidate's society.~~

Explanatory Notes

Elsewhere in the Regulations for the First BM Parts I and II, it is stated that applications for special consideration or exemption from certain requirements will be approved on behalf of the Educational Policy and Standards Committee of the Medical Sciences Board. This is to bring paragraph 8 into line with the other parts of the Special Regulations for these Examinations.

Medical Sciences Divisional Board

Approved: 24 March 2016

Title of Programme/ Name of Regulation [if general]]

Qualifying Examination in the Principles of Clinical Anatomy

Brief note about nature of change: to remove from the regulations the statement that candidates shall submit notebooks, initialled as satisfactory by the demonstrators, as this is no longer current practice.

Effective date

For first examination in 2017

Location of change

In *Examination Regulations 2015* (<http://www.admin.ox.ac.uk/examregs/2015-16/pofclinanat/administratorview/>)

Detail of change

Delete citation 1.7 and amend the citation numbering for the remainder of the regulation accordingly.

Explanatory Notes

The statement that candidates shall submit notebooks, initialled as satisfactory by the demonstrators, is out of date and no longer reflects current academic practice. Candidates are required to have a satisfactory record of attendance in practical work, as covered in a different part of the regulations for this examination.

Medical Sciences Divisional Board**Approved: 20/4/2016****Title of Programme/ Name of Regulation**

Honour School of Cell and Systems Biology (Part II)

Brief note about nature of change: Inclusion of regulations for candidates wishing to change the title of coursework before submission. Other minor amendments to simplify and reduce the length of the regulations.

Effective date**For students starting FHS in MT 2015 (Part II in TT 2016)**

And

For first examination from 2016-17**Location of change**

In *Examination Regulations* 2015-16 (<http://www.admin.ox.ac.uk/examregs/2015-16/hsocandsystbiol/studentview/>)

Detail of change

1. In 3.14:

Each project shall be supervised, and the topic and supervisor shall be approved on behalf of the Medical Sciences Board by the Course Director, or a deputy. A list of approved project titles and their supervisors shall be published no later than Friday of Week 1 of Hilary Term in the academic year preceding the examination, and allocation of these projects to candidates shall be carried out through the Faculty of Physiological Sciences Undergraduate Studies Office ~~no later than the end of Week 8 of that term.~~

2. In 3.15:

As an alternative to the allocation process, a candidate may apply to undertake a

project that is not on the approved list. Such application must be made by Friday of Week 4-8 of Hilary Term in the academic year preceding the examination.

3. After paragraph 3.15, insert:

(ii) Application to change title of project

If required, candidates may apply to change the title of their project through the Faculty of Physiological Sciences Undergraduate Studies Office on one occasion and no later than noon on Friday of Week 4 of Hilary Term in the academic year in which they intend taking the examination.

4. In 3.16:

~~(ii)~~(iii) Submission of the Project Report

5. In 3.17:

~~The length and format of the Project Report based on the project shall be according to guidelines published by the Medical Sciences Board in Week 8 of Hilary Term of the academic year preceding the year of examination.~~

6. In 3.18:

~~The copies shall be accompanied (in a separate sealed envelope) by a certificate signed by each candidate indicating that the research project is the candidate's own work and that the supervisor has commented on at least one draft of the Project Report. In the case of work that has been produced in collaboration, the certificate shall indicate the extent of the candidate's own contribution. Each candidate will be required to submit a draft of their Project Report to their supervisor no later than two weeks before the specified deadline for submission to Schools.~~

7. In 3.21:

~~(iii)~~(iv) Oral Assessment of Project-based Written Work

Explanatory Notes

The Faculty's FHS Part II Course and Exam Policy Committee has reviewed the arrangements for candidates wishing to change the title of their research project before submission and a small addition to the regulations is required in order to set out the procedure.

Where dates have been removed from the Regulations for publishing guidance/information for students, these will be included in the course handbook and in the written guidelines for the approval/preparation of submitted work.

Medical Sciences Divisional Board**Approved: 20/4/2016****Title of Programme/ Name of Regulation**

Honour School of Medical Sciences

Brief note about nature of change: Inclusion of regulations for candidates wishing to change the title of coursework before submission. Other minor amendments to simplify and reduce the length of the regulations.

Effective date**For students starting FHS in second half of TT 2016**

And

For first examination from 2016-17**Location of change**

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofmediscie/administratorview/>)

Detail of change

1. In 1.33:

Each project shall be supervised, and the topic and supervisor shall be approved on behalf of the Medical Sciences Board by the Director of Pre-clinical Studies or his or her deputy. A list of approved project titles and their supervisors shall be published no later than Friday of Week 1 of Hilary Term in the academic year preceding the examination, and allocation of these projects to candidates shall be carried out through the Faculty of Physiological Sciences Undergraduate Studies Office ~~no later than the end of Week 8 of that term.~~

2. In 1.34:

As an alternative to the allocation process, a candidate may apply to undertake a

project that is not on the approved list. Such application must be made by Friday of Week ~~4~~8 of Hilary Term in the academic year preceding the examination.

3. In 1.36:

(ii) ~~Pre-submission Confirmation~~Application to change title of project

4. In 1.37:

~~Candidates must provide final confirmation of the details of their project (including title of project and name of supervisor) to the Examiners~~If required, candidates may apply to change the title of their project through the Faculty of Physiological Sciences Undergraduate Studies Office on one occasion and no later than noon on Friday of Week 48 of Michaelmas~~Hilary~~ Term in the academic year in which they intend taking the examination.

5. In 1.39:

Candidates shall submit a brief Project Report according to guidelines that will be published by the Medical Sciences Board in ~~Week 8 of Hilary Term in the academic year preceding the examination.~~

6. In 1.40:

The form of the presentation to the examiners shall be specified in guidelines published by the Medical Sciences Board in ~~Week 8 of Hilary Term in the academic year preceding the examination.~~

7. In 1.42:

The copies shall be accompanied (in a separate sealed envelope) by a certificate signed by each candidate indicating that the research project is the candidate's own work. ~~The certificate shall certify that the supervisor has commented on at least one draft of the written submission.~~ Where work has been produced in collaboration, the certificate shall indicate the extent of the candidate's own contribution. ~~Each candidate will be required to submit a draft of their Project Report to their supervisor no later than Friday of Week 6 (two weeks before submission to Schools).~~

8. In 1.49:

The length and format of the Extended Essay shall be ~~not more than 3,000 words, including figure legends but excluding references.~~ It must be typed and bound according to guidelines that will be published by the Medical Sciences Board in ~~Week 5 of Trinity Term in the academic year preceding the examination.~~

9. In 1.53:

No later than noon on Friday of Week 8 of Michaelmas Term in the academic year of the examination, every candidate must submit via Weblearn a completed essay registration form register through the Faculty of Physiological Sciences Undergraduate Studies Office the title of their essay, provide a brief outline of the subject matter, and confirm the main themes to which it relates. A decision on the

application shall be made by the Director of Pre-clinical Studies or his or her deputy and shall be communicated to the candidate ~~not later than Week 4 of Hilary Term in the academic year of the examination.~~

10. After 1.53, insert:

(iii) Application to change title of essay

If required, candidates may apply to change the title of their essay through the Faculty of Physiological Sciences Undergraduate Studies Office on one occasion and no later than noon on Friday of Week 8 of Hilary Term in the academic year in which they intend taking the examination.

11. In 1.54:

~~(iii)~~(iv) *Authorship*

12. In 1.56:

~~(iv)~~(v) *Submission*

Explanatory Notes

The Faculty's FHS Course and Exam Policy Committee has reviewed the arrangements for candidates wishing to change the title of their research project and/or extended essay before submission and a small addition to the regulations is required in order to set out the procedure. The Committee would also like to change the regulations to require candidates to submit their completed essay registration forms via Weblearn.

Where dates have been removed from the Regulations for publishing guidance/information for students, these will be included in the course handbook and in the written guidelines for the approval/preparation of submitted work.

Medical Sciences Divisional Board**Approved at the meeting of [date]****Title of Programme/ Name of Regulation**

Honour School of Neuroscience (Part II)

Brief note about nature of change: Inclusion of regulations for candidates wishing to change the title of coursework before submission. Other minor amendments to simplify and reduce the length of the regulations.

Effective date**For students starting FHS in MT 2015 (Part II in TT 2016)**

And

For first examination from 2016-17**Location of change**

In *Examination Regulations* 2015-16 (<http://www.admin.ox.ac.uk/examregs/2015-16/hschoofneur/studentview/>)

Detail of change

1. In 3.7:

Each project shall be supervised, and the topic and supervisor shall be approved on behalf of the Medical Sciences Board by the Course Director, or a deputy. A list of approved project titles and their supervisors shall be published no later than Friday of Week 1 of Hilary Term in the academic year preceding the examination, and allocation of these projects to candidates shall be carried out through the Faculty of Physiological Sciences Undergraduate Studies Office ~~no later than the end of Week 8 of that term.~~

2. In 3.8:

As an alternative to the allocation process, a candidate may apply to undertake a

project that is not on the approved list. Such application must be made by Friday of Week 4~~8~~ of Hilary Term in the academic year preceding the examination.

3. After paragraph 3.8, insert:

(ii) Application to change title of project

If required, candidates may apply to change the title of their project through the Faculty of Physiological Sciences Undergraduate Studies Office on one occasion and no later than noon on Friday of Week 4 of Hilary Term in the academic year in which they intend taking the examination.

4. In 3.9:

~~(ii)~~(iii) Submission of the Project Report

5. In 3.10:

~~The length and format of the Project Report based on the project shall be according to guidelines published by the Medical Sciences Board in Week 8 of Hilary Term of the academic year preceding the year of examination.~~

6. In 3.11:

~~The copies shall be accompanied (in a separate sealed envelope) by a certificate signed by each candidate indicating that the research project is the candidate's own work and that the supervisor has commented on at least one draft of the Project Report. In the case of work that has been produced in collaboration, the certificate shall indicate the extent of the candidate's own contribution. Each candidate will be required to submit a draft of their Project Report to their supervisor no later than two weeks before the specified deadline for submission to Schools.~~

7. In 3.14:

~~(iii)~~(iv) Oral Assessment of Project-based Written Work

Explanatory Notes

The Faculty's FHS Part II Course and Exam Policy Committee has reviewed the arrangements for candidates wishing to change the title of their research project before submission and a small addition to the regulations is required in order to set out the procedure.

Where dates have been removed from the Regulations for publishing guidance/information for students, these will be included in the course handbook and in the written guidelines for the approval/preparation of submitted work.

Medical Sciences Divisional Board**Approved at the meeting of the Clinical Education Committee held on 23 May 2016****Title of Programme/ Name of Regulation**

Second BM Clinical Medicine (Second Examination for the Degree of Bachelor of Medicine)

Brief note about nature of change

Amendment to assessment.

The Ophthalmology and Otolaryngology assessment modules have changed from a formative to summative assessment and will be integrated with Clinical Neurosciences to form the Clinical Neurosciences, Ophthalmology and Otolaryngology assessment module in Year 2.

Effective date

For students starting Year 3 from MT 2016.

Location of change

In *Examination Regulations* 2015-16 (<http://www.admin.ox.ac.uk/examregs/2015-16/secobm/administratorview/>)

Detail of change

1. In *Examination Regulations*, 2015, delete [3.2] - [3.12] from 'In Year 2' to '(b) Otolaryngology' and substitute:

'In Year 2, students are required to satisfy the examiners in:

(a) Clinical Neurosciences, Ophthalmology and Otolaryngology;

(b) Community-based Subjects (encompassing Geratology, Dermatology, Palliative Care, Primary Care and Population Health 2: Public Health);

(c) Obstetrics and Gynaecology (including Genito-Urinary Medicine);

(d) Orthopaedics, Rheumatology, Trauma and Emergency Medicine;

(e) Paediatrics;

(f) Psychiatry.

Each candidate will be assessed according to the methods approved by the Medical Sciences Board and notified to candidates before the commencement of each course of instruction.'

2. Ibid., delete [4.4] – [4.6] from 'Students are required' to 'Otolaryngology).' and substitute:

'Students are required to satisfy the examiners in Medicine and Surgery encompassing Communication Skills, Radiology, and Clinical Pharmacology.'

Explanatory Notes

The list of course modules and their groupings in Year 2 have been revised, following the integration of the examination for the Clinical Neurosciences, Ophthalmology and Otolaryngology subjects in the 2nd year. There is a relatively minor, knock-on effect to the subjects listed under the *Syllabus and Examination* section for Year 3 General Clinical Studies.

Medical Sciences Divisional Board

Approved: Experimental Psychology Teaching Policy Committee (21/04/2016) and Divisional Senior Officer (25/05/2016)

Title of Programme/ Name of Regulation [if general]

Honour School of Experimental Psychology Part I

Brief note about nature of change:

Specifying the format of submission of the reports of practical work.

Effective date

For students starting FHS Part I from TT 2016 (i.e. with immediate effect)

Location of change

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology, citation references 2.13, amend the clause as follows:
 3. Reports of practical work completed during the course of study for Part I and submitted for marking shall constitute a portfolio which shall be available to examiners as part of the examination. All such assignments must be uploaded to the Assignments section of the Degrees Weblearn site by the times and dates specified at the start of the practical course. Each submission must be accompanied by a declaration indicating that it is the candidate's own work. ~~Every report submitted for marking must be accompanied by a statement indicating that the work submitted is the candidate's own work.~~ Where the work submitted has been produced in collaboration the candidates shall indicate the extent of their own contributions. Reports of practical work previously submitted for the Honour School of Experimental Psychology may be resubmitted, but reports will not be accepted if they have already been submitted, wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution. The Head of Department or deputy shall inform the examiners by the end of Week 0 of the Trinity Term in which the Part I examination is to be held as to which candidates have (a) failed to satisfy the requirement to undertake practical work or (b) failed to submit a

portfolio. Candidates in category (a) will be deemed to have failed Paper V. Candidates in category (b) will be deemed to have failed the entire Part I examination. The Head of Department or deputy shall also make available to the examiners records showing the extent to which each candidate has adequately pursued a course of practical work. The examiners shall take this evidence into consideration along with evidence of unsatisfactory or distinguished performance in each portfolio of practical work.

Explanatory Notes

The method for submission of the Core and Block practicals reports has not been specified in the Part I examination regulations before however the electronic submission of these assessments has been managed by the Department (with Proctorial permission) using Drop Boxes on WebLearn for many years. Departmental Teaching Policy Committee (having also discussed this matter at uJCC and PPL JSC, N.B. an identical change will also be made to the FHS PPL Part I examination regulations) has decided to move submissions of these assignments from Drop Boxes to the University's Education Committee approved Assignments tool (and specify the submission method in the examination regulations) in order to standardise the submission methods across both parts of FHS examinations (N.B. it has been decided to discontinue paper and introduce online submissions for Part II research projects and library dissertations).

The Part I students have been notified and given instructions on using the Assignments Tool in the Core Practicals Handbook, in their Core Practical classes and via email from the course administrator.

Medical Sciences Divisional Board

Approved Experimental Psychology Teaching Policy Committee (21/04/2016) and Divisional Senior Officer (25/05/2016)

Title of Programme/ Name of Regulation [if general]

Honour School of Experimental Psychology Part II

Brief note about nature of change:

Change of format of submission of the Research Project and Library Dissertation from hard copy to electronic only.

Clarification of format of submission for reports of practical work.

Effective date

For students starting FHS Part II from TT 2016 (i.e. with immediate effect)

Location of change

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology, citation references 3.15, amend the clause as follows:

~~Two bound copies and~~ One electronic copy of completed research projects and library dissertations must be uploaded to the Assignments section of the Degrees Weblearn site ~~submitted to the Chair of Examiners, Honour School of Experimental Psychology, Examination Schools, Oxford,~~ not later than noon on Monday of the ninth week and Monday of the eleventh week of Hilary Term respectively, in the year of the examination. Each submission must be accompanied by a declaration indicating that it is the candidate's own work ~~A certificate signed by the candidate indicating that the work submitted is the candidate's own work,~~ and a statement of the number of words in the research project or library dissertation, ~~must be submitted separately in respect of each research project and library dissertation in a sealed envelope addressed to the Chair of Examiners.~~ Research projects and library dissertations previously submitted for the Honour School of Experimental Psychology may be resubmitted. No research project or library dissertation will be

accepted if it has already been submitted wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution.

4. Ibid., citation reference 3.17, amend the clause as follows:

3. Reports of practical work completed during the course of study for Part II and submitted for marking shall constitute a portfolio which shall be available to examiners as part of the examination. All such assignments must be uploaded to the Assignments section of the Degrees Weblearn site by the times and dates specified at the start of the practical course. Each submission must be accompanied by a declaration indicating that it is the candidate's own work. ~~Every report submitted for marking must be accompanied by a statement indicating that the work submitted is the candidate's own work.~~ Reports of practical work previously submitted for the Honour School of Experimental Psychology may be resubmitted but reports will not be accepted if they have been submitted, wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution. The Head of Department or deputy shall inform the examiners by the end of Week 0 of the Trinity Term in which the Part II examination is to be held as to which candidates have failed to satisfy the requirement to undertake practical work. Failure to satisfy the requirement to undertake practical work will result in the candidate's final degree classification being lowered by one class. Candidates who fail to submit a portfolio will be deemed to have failed the entire Part II examination. The Head of Department, or deputy, shall make available to the examiners records showing the extent to which candidates have adequately pursued a course of practical work. The examiners shall take this evidence into consideration along with evidence of unsatisfactory or distinguished performance in each portfolio of practical work.

Explanatory Notes

Changes to the format of submission of Research Project and Library Dissertation are being made to facilitate electronic only submission of these assessments.

The method for submission of the Core and Block practicals reports has not been specified in the examination regulations before however the electronic submission of these assessments has been managed by the Department (with Proctorial permission) using Drop Boxes on WebLearn for many years. Departmental Teaching Policy Committee (having also discussed this matter at uJCC and PPL JSC, N.B. an identical change will also be made to FHS PPL Part II examination regulations) has decided to move submissions of these assignments from Drop Boxes to the University's Education Committee approved Assignments tool (and specify the submission method in the examination regulations) in order to standardise the submission methods for all applicable assessments in Part II examinations.

Medical Sciences Divisional Board

Approved Experimental Psychology Teaching Policy Committee (21/04/2016) and Divisional Senior Officer (25/05/2016)

Title of Programme/ Name of Regulation [if general]

Honour School of Psychology, Philosophy and Linguistics Part I

Brief note about nature of change:

Specifying the format of submission of the reports of practical work and bringing regulations in line with the regulations for FHS in Experimental Psychology Part I.

Effective date

For students starting FHS Part I from TT 2016 (i.e. with immediate effect)

Location of change

In *Examination Regulations 2015-16* <http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/>, Honour School of Experimental Psychology

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Psychology, Philosophy and Linguistics Part I, citation references 2.27, amend the clause as follows:

Reports of practical work completed during the course of study for Part I and submitted for marking shall constitute a portfolio which shall be available to examiners as part of the examination. All such assignments must be uploaded to the Assignments section of the Degrees Weblearn site by the times and dates specified at the start of the practical course. Each submission must be accompanied by a declaration indicating that it is the candidate's own work. ~~Every report submitted for marking must be accompanied by a statement indicating that the work submitted is the candidate's own work.~~ Where the work submitted has been produced in collaboration the candidates shall indicate the extent of their own contributions. Reports of practical work previously submitted for the Honour School of Experimental Psychology may be resubmitted, but reports will not be accepted if they have already been submitted, wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution. The Head of Department or deputy shall inform the examiners by the end of Week 0 of the Trinity Term in which the Part I examination is to be held as to which candidates have (a) failed to satisfy the requirement to undertake practical work or (b) failed to submit a portfolio. Candidates in category (a) will be deemed to have failed Paper V.

Candidates in category (b) will be deemed to have failed the entire Part I examination. The Head of Department or deputy shall also make available to the examiners records showing the extent to which each candidate has adequately pursued a course of practical work. The examiners shall take this evidence into consideration along with evidence of unsatisfactory or distinguished performance in each portfolio of practical work.

Explanatory Notes

The method for submission of the Core and Block practicals reports has not been specified in the Part I examination regulations before however the electronic submission of these assessments has been managed by the Department (with Proctorial permission) using Drop Boxes on WebLearn for many years. Departmental Teaching Policy Committee (having also discussed this matter at uJCC and PPL JSC) has decided to move submissions of these assignments from Drop Boxes to the University's Education Committee approved Assignments tool (and specify the submission method in the examination regulations) in order to standardise the submission methods across both parts of FHS examinations (N.B. it has been decided to discontinue paper and introduce online submissions for Part II research projects and library dissertations).

The Part I students have been notified and given instructions on using the Assignments Tool in the Core Practicals Handbook, in their Core Practical classes and via email from the course administrator.

Medical Sciences Divisional Board

Approved Experimental Psychology Teaching Policy Committee (21/04/2016) and Divisional Senior Officer (25/05/2016)

Title of Programme/ Name of Regulation [if general]

Honour School of Psychology, Philosophy and Linguistics Part II

Brief note about nature of change:

Clarification of format of submission for reports of practical work.

Effective date

For students starting FHS Part II from TT 2016 (i.e. with immediate effect).

Location of change

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/>), Honour School of PPL Part II

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/>), Honour School of PPL Part II, citation references 3.9, amend the clause as follows:

Reports of practical work completed during the course of study for Part II and submitted for marking shall constitute a portfolio which shall be available to examiners as part of the examination. All such assignments must be uploaded to the Assignments section of the Degrees Weblearn site by the times and dates specified at the start of the practical course. Each submission must be accompanied by a declaration indicating that it is the candidate's own work. ~~Every report submitted for marking must be accompanied by a statement indicating that the work submitted is the candidate's own work.~~ Reports of practical work previously submitted for the Honour School of Experimental Psychology may be resubmitted but reports will not be accepted if they have been submitted, wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution. The Head of Department or deputy shall inform the examiners by the end of Week 0 of the Trinity Term in which the Part II examination is to be held as to which candidates have failed to satisfy the requirement to undertake practical work. Failure to satisfy the requirement to undertake practical work will result in the candidate's final degree classification being lowered by one class. Candidates who fail to submit a portfolio will be deemed to have failed the

entire Part II examination. The Head of Department, or deputy, shall make available to the examiners records showing the extent to which candidates have adequately pursued a course of practical work. The examiners shall take this evidence into consideration along with evidence of unsatisfactory or distinguished performance in each portfolio of practical work.

Explanatory Notes

The method for submission of the Core and Block practicals reports has not been specified in the examination regulations before however the electronic submission of these assessments has been managed by the Department (with Proctorial permission) using Drop Boxes on WebLearn for many years. Departmental Teaching Policy Committee (having also discussed this matter at uJCC and PPL JSC) has decided to move submissions of these assignments from Drop Boxes to the University's Education Committee approved Assignments tool (and specify the submission method in the examination regulations) in order to standardise the submission methods for all applicable assessments in Part II examinations (N.B. the format of submission of Research Project and Library Dissertation has been changed from hard copy to electronic only in the regulations for FHS in Experimental Psychology – this change is automatically applicable to FHS PPL Part II students taking Psychology options).

Medical Sciences Board**Approved:** Senior Divisional Officer 02/06/2016**Title of Examination:** Honour School of Molecular and Cellular Biochemistry**Brief note about nature of change:**

Amendment of wording to improve accuracy of the current process.

Effective date:

- For students starting Final Honour School from Michaelmas Term 2016
- For first examination from 2016-17

Location of change:

Examination Regulations 2015-16 <http://www.admin.ox.ac.uk/examregs/2015-16/hsomandcellbioc/studentview/> Honour School of Molecular and Cellular Biochemistry

Details of change:

In *Examination Regulations 2015-16* <http://www.admin.ox.ac.uk/examregs/2015-16/hsomandcellbioc/studentview/> Honour School of Molecular and Cellular Biochemistry, citation reference 1.6, amend the clause as follows:

6. A candidate will not be classified for Honours until he or she has completed all parts of the examination and has been adjudged worthy of Honours by the examiners in Part I and Part II of the examination ~~in consecutive years~~. The examiners shall give due consideration to the performance in all parts of the respective examinations.

Explanatory Notes

Currently only two integrated Masters courses (MBiochem in Molecular and Cellular Biochemistry and MChem in Chemistry) require Part I and Part II to be taken "in consecutive years".

Both the Biochemistry Steering Committee and the Biochemistry Teaching Committee considered the fact that MBiochem in Molecular and Cellular Biochemistry never invoked the "in consecutive years" clause. This clause could not be invoked for students who suspend their studies in the 4th year on medical grounds (as happens relatively frequently). The only thing that this clause could do, if invoked, is prevent Colleges (i) from suspending students on disciplinary grounds after Part I (a suspension would effectively be ending their degree, i.e. a sending down) or (ii) giving students permission to suspend voluntarily at the end of the 3rd year to do something else. The result of committees' considerations was a recommendation to remove the suggested wording from the above clause.

Changes to *Examination Regulations 2016*

1516-21-TPT

Medical Sciences Board

Approved: MSD Chair of GSC on 7th June 2016**Title of Programme / Examination:** MSc in International Health & Tropical Medicine**Brief note about nature of change:** i) addition of a new option module “Case Studies in Field Epidemiology” and ii) amend the text relating to the word count for the dissertation**Effective date:** For students starting from MT 2016 (first examination HT 2017)**Location of change:** *Examination Regulations 2015-16*<http://www.admin.ox.ac.uk/examregs/2015-16/mosbciihandtropmedi/administratorview/>**Details of change:**^{1.4}4. Candidates will be examined in all of the following ways:^{1.5}(i) A written examination paper relating to Paradigms and Tools for Global Health.^{1.6}(ii) A written examination paper relating to Challenges and Change in International Health, and Global Health Research and Practice.^{1.7}(iii) Two printed essays of 3,000-4,000 words each (excluding bibliography). The topic for each of the two essays must be selected from a choice of titles approved by the Organising Committee and based on the optional modules studied as set out in the Schedule.^{1.8}(iv) A printed dissertation of not more than 10,000 words (excluding references, tables, figures, bibliography and appendices) on the research project as set out in the Schedule below. The research project and the subject of the dissertation must have been approved by the Organising Committee.**SCHEDULE**^{1.16}A. *Core Modules*

- ^{1.17}1. Paradigms and Tools for Global Health
- 2. Challenges and Change in International Health
- 3. Global Health Research and Practice

^{1.18}B. *Optional Modules*

- ^{1.19}1. Advanced Topics in Tropical Medicine

2. Vaccinology
3. Reproductive, Maternal, Newborn and Child Health
4. International Development and Health
5. Health, Environment and Development
6. Case Studies in Field Epidemiology

Explanatory Notes

Addition of a new option module "Case Studies in Field Epidemiology"

Investigation of disease outbreaks is an important part of global health in resource limited contexts and fits well within the scope of our course in International Health and Tropical Medicine. An option which allows interested students to develop further skills in field epidemiology and outbreak investigation would be an important addition to the range of options the course offers.

The first cohort of students expressed interest in outbreaks and initial feedback regarding the prospect of such a module indicated the module would be very well received. Moreover, applications to the course regularly express interest in this area.

Amend the text relating to the word count for the dissertation

The current regulations do not contain a full list of articles excluded from the word count for the dissertation. The updated text adds references, tables and figures to the list.

Medical Sciences Board

Approved: MSD Graduate School Committee 31st May 2016

Title of Examination: MSc in Musculoskeletal Sciences

Brief note about nature of change: To update the regulations for accuracy, and specify more detailed timing of examinations. To make both specialist subjects core components of the course.

Effective date:

- **For students starting from Michaelmas Term 2016**
- **For first examination from 2016-17**

Location of change:

Examination Regulations 2015-16 <http://www.admin.ox.ac.uk/examreqs/2015-16/mosbcinmuscscie/studentview/> MSc in Musculoskeletal Sciences

Details of change:

In *Examination Regulations, 2015-16* <http://www.admin.ox.ac.uk/examreqs/2015-16/mosbcinmuscscie/studentview/> MSc in Musculoskeletal Sciences, citation references 1.2-1.29, amend the clauses as follows:

^{1.2}2. The Organising Committee shall appoint for each candidate ~~an academic supervisor~~
two academic supervisors.

^{1.3}3. Candidates will hold ~~a first degree in medicine, or exceptionally a biomedical science degree~~ a first-class or strong upper second-class undergraduate degree with honours (or equivalent international qualifications), in biological sciences and/or related topics or will be medically qualified. In special circumstances, candidates from other medically related subjects (e.g. nurses and/or allied health professionals) will be considered.

^{1.4}4. Candidates shall follow a course of study in Musculoskeletal Sciences on a part-time basis for at least six terms, and including vacations, as determined by the course timetable. The course commences every two years ~~in January and runs until December of the following year~~ and runs for two years.

^{1.5}5. Candidates shall be examined in all of the following ways:

^{1.6}(i) Year 1 (~~January to December~~)

^{1.7}(a) Each candidate shall submit a literature review of no more than 4,000 words on a topic selected by the candidate and approved by the Organising Committee. The review must be submitted ~~during Week 2 of Michaelmas term~~ in June on a date to be specified by the Organising Committee and published in the course handbook not later than the start of Michaelmas Term of the academic year in which the examination is taken.

^{1.8}(b) Each candidate must pass an examination ~~in Michaelmas Term in September~~ on a date to be specified by the Organising Committee which will be published in the student handbook not later than the start of Michaelmas Term of the academic year in which the examination is taken. The examination will comprise two elements: the first of these will consist of a one-hour computer-based assessment comprising multiple-choice questions; the second of these will constitute a two-hour written paper. ~~The dates of the examination will be specified in the course handbook.~~

^{1.9}(ii) Year 2 (~~January to December~~)

^{1.10}(a) Each candidate must submit, for assessment of their progress, an outline research proposal. The outline must be submitted in ~~Hilary Term~~ January on a date to be specified ~~in the course handbook~~ by the Organising Committee and published in the course handbook not later than the start of Michaelmas Term of the academic year in which the examination is taken.

^{1.11}(b) Each candidate will be assessed on their presentation skills by means of a public oral presentation on his or her research topic. The presentation must take place in ~~Trinity~~ in March on a date to be specified ~~in the course handbook~~ by the Organising Committee and published in the course handbook not later than the start of Michaelmas Term of the academic year in which the examination is taken.

^{1.12}(c) Each candidate must submit a written research proposal of no more than 10,000 words on a topic selected by the candidate and approved by the Organising Committee. The proposal must be submitted in ~~Michaelmas Term~~ in July on a date to be specified ~~in the course handbook~~ by the Organising Committee and published in the course handbook not later than the start of Michaelmas Term of the

academic year in which the examination is taken.

^{1.13}(d) Each candidate must pass an examination ~~in Michaelmas Term in September on the date to be specified by the Organising Committee and published in the course handbook not later than the start of Michaelmas Term of the academic year in which the examination is taken.~~ The examination will comprise two elements: the first of these will consist of a one-hour computer-based assessment comprising multiple-choice questions; the second of these will constitute a two-hour written paper. ~~The dates of the examination will be specified in the course handbook.~~

^{1.14}6. Candidates may be examined viva voce on their research proposal. The viva voce examination will normally be conducted at the end of the course.

^{1.15}7. Candidates must pass each examination or written assignment in order to pass overall.

^{1.16}8. Candidates will be allowed one opportunity to retake or resubmit each of the required elements, normally within ~~six~~ two months of the original failure, should they fail to reach the necessary standard. Candidates failing to pass any element at the second attempt will normally be judged to have failed to reach the necessary standard for the award and will not be permitted to continue.

^{1.17}9. The required written submissions must be sent to the Chair of Examiners, MSc in Musculoskeletal Sciences, c/o Examination Schools, High Street, Oxford. Submissions must be accompanied by a declaration of authorship and originality.

^{1.18}10. The examiners may award a distinction for excellence in part of or in the whole examination.

^{1.19}11. The examiners may award a ~~postgraduate diploma~~ Postgraduate Diploma to candidates who have satisfied the requirements for ~~the award of the Postgraduate Diploma (comprising all assessments with the exception of the written research proposal)~~ all assessments with the exception of the written research proposal and who do not wish to continue their studies, or who fail to meet the required standard for the written research proposal.

SCHEDULE

^{1.20}~~The syllabus for study will include the following components:~~

^{1.21}~~Core Subjects~~

^{1.22}Candidates are required to complete all of the following modules:

^{1.23}1. Principles of Musculoskeletal Diseases

^{1.24}2. Research, Statistics and Epidemiology

^{1.25}3. Scientific Aspects of Common Musculoskeletal Diseases

^{1.26}*Specialist Subjects*

^{1.27}~~Candidates are required to complete one both of the following modules:~~

^{1.28}~~4.~~ 4. Advanced Rheumatology

^{1.29}~~2.~~ 5. Advanced Orthopaedics

Explanatory Notes

1. Since its inception, the course has appointed two academic supervisors for each candidate; this amendment improves the accuracy of the regulations. The other amendments constitute a minor adjustment for clarity, and removal of a reference to the course taking place over a calendar rather than an academic year.
2. These amendments adjust deadlines so that they correspond with an academic year rather than a calendar year.
3. It is preferable for candidates who need to re-take assessments to do so at the earliest opportunity, instead of waiting six months to do so.
4. Since the introduction of the programme, the Postgraduate Diploma has only been intended for use as an exit award from the Master's, rather than as a stand-alone award. The MSc regulations are being clarified to reflect this. The separate postgraduate diploma regulations have already been removed because they duplicate the existing MSc regulations.
5. All components listed in the Schedule are now obligatory.

Medical Sciences Divisional Board

Approved: Deborah Gill on behalf of MSD Graduate School Committee (12/07/2016)

Title of Programme: Research Degrees in the Medical Sciences Division

Brief note about nature of change: Amending one sentence to address the new Divisional requirement that candidates applying for confirmation of status complete a Training Needs Analysis.

Effective date

- **For students starting from 1 October 2016**

Location of change

Examination Regulations 2015-16, (<http://www.admin.ox.ac.uk/examregs/2015-16/rditmedisciedivi/>) Research Degrees in the Medical Sciences Division, 6.
CONFIRMATION OF STATUS OF STUDENTS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

Detail of change

1. In *Examination Regulations 2015-16*, (<http://www.admin.ox.ac.uk/examregs/2015-16/rditmedisciedivi/>) Research Degrees in the Medical Sciences Division, 6.
CONFIRMATION OF STATUS OF STUDENTS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY, citation reference 1.23, amend the clause as follows:

Candidates should submit the statement from the supervisor and the statement from the candidate's society as specified by the regulations governing the degree of Doctor of Philosophy. Candidates must include a ~~statement~~ completed Training Needs Analysis detailing the skills training that they have undertaken. This paperwork should be accompanied by a full contents list for the thesis, and include the milestones of any remaining work to be undertaken, and dates for the submission of draft chapters to the supervisor(s) for comment.

Explanatory Notes

In light of the growing desire from various parties, including RCUK, VITAE and the

University Skills Group, for students to assess their training needs and map their development against a series of defined qualities, it was agreed by the Medical Sciences GSC (30/04/15), on behalf of the Medical Sciences Board, that PGR students, in consultation with their supervisors:

- be required to complete a Training Needs Analysis (TNA) form during Term 1 and again as part of their Transfer and Confirmation of Status.
- be recommended to complete a TNA at least once a year.

To conclude, research students who commence a course of study from 1 October 2016 will be required to complete a TNA during Term 1, as part of their Transfer of Status, and as part of their Confirmation of Status.

[1516-28-TPR]

Medical Sciences Divisional Board

Approved: Deborah Gill on behalf of MSD Graduate School Committee (12/07/2016)

Title of Programme: Research Degrees in the Medical Sciences Division

Brief note about nature of change: Insertion of the Divisional requirement for candidates for transfer of status to complete a Training Needs Analysis.

Removal of a duplicate sentence.

Effective date

- **For students starting from 1 October 2016**

Location of change

In *Examination regulations 2015-16*, (<http://www.admin.ox.ac.uk/examregs/2015-16/rditmedisciedivi/>) Research Degrees in the Medical Sciences Division, 4. ADMISSION OF STUDENTS TO THE STATUS OF STUDENT FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

Detail of change

1. In *Examination regulations 2016-17*, (<http://www.admin.ox.ac.uk/examregs/2015-16/rditmedisciedivi/>) Research Degrees in the Medical Sciences Division, 4. ADMISSION OF STUDENTS TO THE STATUS OF STUDENT FOR THE DEGREE OF DOCTOR OF PHILOSOPHY, citation reference 1.12, amend the clause as follows:

Candidates should submit the statement from the supervisor and the statement from the candidate's society as specified by the regulations governing the degree of Doctor of Philosophy. All candidates must include a completed Training Needs Analysis detailing the skills training that they have undertaken and planned. In addition, candidates, with the exception of those on the Doctor of Philosophy in Experimental Psychology, should submit a report of no more than 3,000 words which should include an abstract, introduction, results, discussion and future plans including a proposed timetable for completion. Students may add appendices as necessary of up to a further 2,000 words including methods, figure legends, and references. Candidates on the Doctor of Philosophy in Experimental Psychology should submit a report of no more than 6,000 words which should include an abstract, introduction, results, discussion and future plans including a proposed timetable for completion. Students may add appendices as necessary of up to a further 2,000 words including methods, figure legends, and references. Further guidance on the form of report should be sought

from the departmental Director of Graduate Studies. ~~Further guidance on the form of report should be sought from the departmental Director of Graduate Studies.~~

Explanatory Notes

In light of the growing desire from various parties, including RCUK, VITAE and the Postgraduate , for students to assess their training needs and map their development against a series of defined qualities, it was agreed by the Medical Sciences GSC (30/04/15), on behalf of the Medical Sciences Board, that PGR students, in consultation with their supervisors:

- be required to complete a Training Needs Analysis (TNA) form during Term 1 and again as part of their Transfer and Confirmation of Status
- be recommended to complete a TNA at least once a year.

To conclude, research students who commence a course of study from 1 October 2016 will be required to complete a TNA during Term 1, as part of their Transfer of Status, and as part of their Confirmation of Status.

[1516-25-TPT]

Medical Sciences Divisional Board

Approved by: Senior Divisional Officer 7th July 2016

Title of Programme: MSc Clinical Embryology

Brief note about nature of change: Clarification of procedure following the failure of the resit of the qualifying examination and change to the device used for submission of written submissions.

Effective date

- **For students starting from Michaelmas Term 2016**
- **For first examination from 2016-17**

Location of change

<http://www.admin.ox.ac.uk/examregs/2015-16/mosbcinclinembr/studentview/>

Detail of change

1) ^{1.4} 4. Candidates shall be examined in all of the following ways:

^{1.5} (i) Each candidate must pass a qualifying examination at the end of Michaelmas Term. The examination shall normally consist of a two-hour computer-based assessment on the topics covered in modules I–V, as set out in the Schedule. Candidates who fail the qualifying examination shall be permitted to take it on one further occasion in Week 0 of Hilary Term. Candidates must pass this qualifying examination in order to proceed with the remainder of the course. In the event that a candidate fails the re-sit examination, the candidate shall be withdrawn from the course. The Organising Committee shall submit to the examiners a list of candidates who have satisfactorily completed the qualifying examination not later than the end of the Hilary Term preceding the examination.

...

2) ^{1.13} Each written submission must be accompanied (in a separate sealed envelope addressed to the Chair of Examiners) by a certificate indicating that it is the candidate's own work and a ~~CD~~ [USB stick](#) containing an electronic copy of each written submission.

...

3) ^{1.15} ~~7. The examiners shall retain one copy of each dissertation of each successful candidate for deposit in the Radcliffe Science library.~~

Explanatory Notes

A line was added to the regulations relating to the resit of the qualifying examination to clarify the procedure following failure for a second time.

The Course Committee agreed that the use of CDs was outdated so candidates will now submit written submissions accompanied by a USB stick with an electronic copy.

Examiners for the MSc in Clinical Embryology do not retain copies of dissertations for deposit in the Radcliffe Science library and the Course Committee agreed to remove the erroneous text from the regulations.

Changes to Examination Regulations 2015-16

1516-30-TPT

Medical Sciences Board

Approved: Senior Divisional Officer

Title of Examination: MSc in Global Health Science

Brief note about nature of change: Change to essay word count and submission method for written assessments.

Effective date:

For students starting from MT 2016

For first examination from 2016-17

Location of change: <http://www.admin.ox.ac.uk/examregs/2015-16/mosbciglobhealscie/studentview/>

Details of change:

^{1.6} (ii) A printed essay of ~~3,000~~ a maximum of 4,000 words (excluding bibliography) selected from a choice of essay titles approved by the Organising Committee and based on the modules studied as set out in the Schedule.

7. The written submissions for assessment (i) and (ii) must be uploaded to the Assignments section of the course WebLearn site by the dates to be specified by the Organising Committee and published in the *University Gazette* not later than the start of Michaelmas term of the academic year in which the examination is taken. Each submission must be accompanied by a declaration of the candidate's authorship

^{1.12} ~~7~~ 8. Three copies of each of the required written submissions the Dissertation must be sent to the Chair of Examiners, M.Sc. in Global Health Science, c/o Examination Schools, High Street, Oxford, by dates to be specified by the Organising Committee and published in the *University Gazette* not later than the start of Michaelmas Term of the academic year in which the examination is taken. Each submission must be accompanied by a declaration of the candidate's authorship.

^{1.13} ~~8~~ 9. The examiners may award a distinction for excellence in the whole examination.

^{1.14} ~~9~~ 10. The examiners will retain one copy of each dissertation of each successful candidate for deposit in the Radcliffe Science library.

Explanatory Notes

- i) Change to word count text to clarify the maximum upper threshold permitted.
- ii) Addition of a requirement to upload a digital copy of all written submissions as

per the *Framework for the use of Weblearn to manage submission of assessment*

[1516-27-TPR]

Medical Sciences Divisional Board

Approved: Deborah Gill on behalf of MSD Graduate School Committee (12/07/2016)

Title of Programme: Research Degrees in the Medical Sciences Division

Brief note about nature of change: Insertion of the Divisional requirement for candidates for transfer of status to complete a Training Needs Analysis.

Effective date

- **For students starting from 1 October 2016**

Location of change

In *Examination Regulations 2015-16*, (<http://www.admin.ox.ac.uk/examregs/2015-16/rditmedisciedivi/>) Research Degrees in the Medical Sciences Division, 3. ADMISSION OF STUDENTS TO THE STATUS OF STUDENT FOR THE DEGREE OF MASTER OF SCIENCE BY RESEARCH

Detail of change

1. In *Examination Regulations 2015-16*, (<http://www.admin.ox.ac.uk/examregs/2015-16/rditmedisciedivi/>) Research Degrees in the Medical Sciences Division, 3. ADMISSION OF STUDENTS TO THE STATUS OF STUDENT FOR THE DEGREE OF MASTER OF SCIENCE BY RESEARCH, citation reference 1.11, amend the clause as follows:

Candidates should submit the statement from the supervisor and the statement from the candidate's society as specified by the regulations governing the degree of Master of Science by Research. All candidates must include a completed Training Needs Analysis detailing the skills training that they have undertaken and planned. In addition, candidates should submit an outline of their project of no more than 500 words and a timetable for completion. Candidates will be required to give a presentation on their work. Further guidance on the form of the written submission and the form of the presentation should be sought from the departmental Director of Graduate Studies.

Explanatory Notes

In light of the growing desire from various parties, including RCUK, VITAE and the University Skills Group, for students to assess their training needs and map their development against a series of defined qualities, it was agreed by the Medical Sciences GSC (30/04/15), on behalf of the Medical Sciences Board, that PGR students, in consultation with their supervisors:

- be required to complete a Training Needs Analysis (TNA) form during Term 1, as part of Transfer of Status and also as part of Confirmation of Status (as needed).
- be recommended to complete a TNA at least once a year.

To conclude, research students who commence a course of study from 1 October 2016 will be required to complete a TNA during Term 1, as part of their Transfer of Status, and, for DPhil students, as part of their Confirmation of Status.

- (ii) adequate completion of formative coursework;
 - (iii) completion of each of the MCQ examinations prior to the Final Meeting of the Board of Examiners;
 - (iv) submission of eight essays of not more than 4,000 words each (excluding references, appendices, tables, figures or figure legends), relating to each of modules (i) to (viii). Two essays will be submitted at the end of Hilary Term in each year of the course, and two essays will be submitted at the end of Trinity Term in each year of the course, on dates to be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course. Each essay topic will be selected by the Board of Examiners. The essay topics will be distributed to the students at the start of Michaelmas term of the academic year in which the examination is taken;
 - (v) submission of a dissertation of not more than 10,000 words (excluding tables, graphs, references and bibliography), on a subject selected by the candidate in consultation with the dissertation supervisor and approved by the Course Committee. Approval must be sought by no later than the end of Hilary Term in the first year of the course. The dissertation must be submitted in the Long Vacation of the second year of the course on a date to be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course;
 - (vi) attendance at the Residential School following at least 2 terms of study and prior to submission of the dissertation.
7. Candidates may be required to attend a viva voce after submission of the dissertation, on a date to be arranged by the examiners.
 8. Essays shall be submitted to the Chair of Examiners, M.Sc. in Sleep Medicine, c/o Registry, Department for Continuing Education, 1 Wellington Square, Oxford OX1 2JA. The format of each submission and the deadlines for submission shall be specified by the Course Committee and published in the course handbook at the start of Michaelmas Term of the first year of the course.
 9. Dissertations shall be submitted in hard copy and in electronic format to the Chair of Examiners, M.Sc. in Sleep Medicine, c/o Examination Schools, High Street, Oxford OX1 4BG, by dates to be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course.
 10. All written submissions must be accompanied by a statement that they are the candidate's own work except where otherwise indicated.
 11. Candidates must pass each assessment in order to pass the examination overall.

12. The examiners shall retain one copy of each dissertation of each successful M.Sc. candidate for deposit in the appropriate departmental library.
13. The examiners may award a distinction for excellence in the whole examination.
14. Candidates who fail to satisfy the examiners in the:
 - (i) extended essays will be permitted, by 12 noon Friday of Week 8 of the term following the term in which the results were notified to the candidate, to resubmit work in respect of the part or parts they have failed on not more than one occasion.
 - (ii) dissertation will be permitted, by 12 noon on the first Friday in September in the year following the original date of submission, to resubmit the work in respect to the part or parts they have failed on not more than one occasion.
15. Candidates who fail the extended essays or dissertation at the second attempt will be judged to have failed to reach the necessary standard for the award.
16. Candidates who have failed the dissertation but have satisfied the requirements for the award of the Postgraduate Diploma may be awarded the Postgraduate Diploma.
17. Candidates who have satisfied the requirements for the award of the Postgraduate Diploma and who do not wish to continue their studies, may end their registration and at that point be awarded the Postgraduate Diploma.
18. In the case that a candidate who has been awarded the Postgraduate Diploma is readmitted to the M.Sc. then the following apply:
 - (i) If any candidate who is successful in the examination for the M.Sc. has previously successfully completed the Postgraduate Diploma, then the subsequent award will subsume his or her previous award.
 - (ii) If any student who has previously successfully completed the Postgraduate Diploma and ended their registration on the Programme subsequently is re-admitted to the M.Sc., the Course Committee shall have the discretion to deem satisfactory completion of modules within the Postgraduate Diploma as having met the attendance and examination requirements in respect of the modules (i)-(viii) specified in the *Schedule*. Such discretion will normally only be exercised if the time elapsed between completion of the final module contributing to the Postgraduate Diploma and registering for the M.Sc. is not more than two years.
 - (iii) Candidates will be required to submit a dissertation as specified in point 6(v) above, however the deadline for approval of the dissertation subject will be the end of Friday of Week 8 of Michaelmas Term following 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.

Schedule

- (i) The Physiological Basis of Sleep
- (ii) Introduction to Sleep Medicine and Methodological Approaches
- (iii) Circadian Rhythm Disruption and Sleep
- (iv) Insomnia
- (v) Sleep-disordered Breathing and Sleep-related Movement Disorders
- (vi) Hypersomnias and Parasomnias
- (vii) Sleep in Specialist Populations
- (viii) Sleep and Society
- (ix) Research Methods 1: Introduction to scientific method and research design
- (x) Research Methods 2: Handling data and research dissemination

[Template for notifying changes in Examination Regulations to the University Gazette]

[your ref # -
optional]

Medical Sciences Divisional Board

Approved at the meeting of [date]

Title of Programme/ Name of Regulation [if general]

First Examination for the Degree of Bachelor of Medicine

Brief note about nature of change: to clarify the regulations concerning examinations under a previous set of regulations

Effective date

For students starting from MT 2016

And

For first examination from 2016-17

Location of change

In *Examination Regulations 2015*

Detail of change

After paragraph 12 (citation 1.22), insert:

In line with the General Regulations for the First Public Examination, a person admitted for Part I of the first examination for the Degree of Bachelor of Medicine within three terms of the term in which they were originally due to be examined for Part I of the first examination, shall be entitled to be examined in accordance with the regulations pertaining to the original examination, if they so wish.

In line with the General Regulations for the First Public Examination, a person admitted for Part I of the first examination for the Degree of Bachelor of Medicine four or more terms after the term in which they were originally due to be examined for Part I of the first

examination shall normally be examined in accordance with the current regulations.

A person admitted for Part II of the first examination for the Degree of Bachelor of Medicine within three terms of the term in which they were originally due to be examined for Part II of the first examination, shall be entitled to be examined in accordance with the regulations pertaining to the original examination, if they so wish.

A person admitted for Part II of the first examination for the Degree of Bachelor of Medicine four or more terms after the term in which they were originally due to be examined for Part II of the first examination shall normally be examined in accordance with the current regulations.

Explanatory Notes

Education Committee has recently made changes to the General Regulations for the First and Second Public Examination to the effect that candidates for the First Public Examination will have an entitlement to be accessed according to the regulations that were in force at the time they were taught for up to three terms (i.e. one year) after the original assessment date.

We have taken the opportunity to clarify in the regulations for the First BM Part I that candidates will have the same entitlement, as this examination has the status of a First Public Examination. We have also specified that there will be the same entitlement for the First BM Part II, which is not covered in the General Regulations for the First and Second Public Examination.

Medical Sciences Divisional Board

Approved: Experimental Psychology Teaching Policy Committee (21/04/2016) and Senior Divisional Officer (12/07/16)

Title of Programme/ Name of Regulation [if general]

Honour School of Experimental Psychology Part I

Brief note about nature of change:

Change to timing of Part I resit examination.

Effective date

For students starting from MT 2016

And

For first examination from 2017-18 (and so first re-sit opportunity in 2018-19)

Location of change

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsofexpepsyc/studentview/>), Honour School of Experimental Psychology, citation references 2.15, amend the clause as follows:
 4. A candidate who fails the Part I examination may retake the examination once only, in Trinity Term ~~the Long Vacation~~ ~~of~~ ~~in the same~~ next academic year ~~as the original examination~~. The highest mark that can be awarded to a candidate retaking the examination is a Pass.

Explanatory Notes

Long vacation resits are appropriate for courses that are examined at the end of Trinity Term: Should a student fail one, they would have the opportunity to retake the examination in the long vacation and re-join their course at the start of Michaelmas term without interrupting their studies as long as they pass.

This doesn't apply to Honour School of Experimental Psychology Part I because the FHS Part I Psychology exam takes place at the end of the Easter vacation, and the FHS Part 2

starts at the beginning of Trinity Term. Students are required to have passed the Part I in order to proceed to Part 2, and so if a student ever failed the Part I they would be required to delay the start of their Part 2 studies until the following Trinity Term and could take their resit at the end of the following Easter vacation alongside everyone else.

Thus, the long vacation examination is vestigial and should be removed from the regulations.

[1516-26-TUG]

Medical Sciences Divisional Board

Approved by: Senior Divisional Officer 7th July 2016

Honour School of Medical Sciences

Brief note about nature of change: Introduction of online submission (according to the *Framework for the use of Weblearn to manage submission of assessment*) for one of the two pieces of submitted work in this examination.

Effective date

For students starting FHS from TT 2016

And

With immediate effect

Location of change

<http://www.admin.ox.ac.uk/examregs/2015-16/hsofmediscie/administratorview/>

Detail of change

1. In 1.59:

Essays must be submitted via Weblearn (according to the instructions set out in the letter to candidates from the Chair of Examiners)~~to the Chair of Examiners in Medical Sciences, c/o Examination Schools, High Street, Oxford,~~ not later than noon on the Friday of Week 0 of the Trinity Term in which the candidate intends to take the examination. Each essay shall be accompanied ~~(in a separate sealed envelope addressed to the Chair of Examiners)~~ by a certificate of authorship as specified in the preceding paragraph ~~and an electronic copy of the text of the essay.~~

Explanatory Notes

At its meeting in Trinity Term 2016, the Course and Examination Policy Committee for FHS Medical Sciences considered the document *Framework for the use of Weblearn to manage*

submission of assessment. The committee agreed that it wished to introduce online submission management for the extended essay within the FHS Medical Sciences examination. This was subsequently approved by the Pre-clinical Medicine Steering Committee.

This will be beneficial for the candidates, as they are currently required to print out two copies of their extended essay, and deliver these printed copies to the Examination Schools, along with an electronic copy of the essay for the purposes of plagiarism detection.

Medical Sciences Divisional Board

Approved: Experimental Psychology Teaching Policy Committee (21/04/2016) and Senior Divisional Officer (12/07/16)

Title of Programme:

Honour School of Psychology, Philosophy and Linguistics Part I

Brief note about nature of change:

Change to timing of Part I resit examination to bring regulations in line with regulations for FHS in Experimental Psychology Part I.

Effective date

For students starting from MT 2016

And

For first examination from 2017-18 (and so first re-sit opportunity in 2018-19)

Location of change

In *Examination Regulations 2015-16* <http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/> , Honour School of Psychology, Philosophy and Linguistics

Detail of change

1. In *Examination Regulations 2015-16* <http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/> , Honour School of Psychology, Philosophy and Linguistics, citation references 2.28, amend the clause as follows:

'A candidate who fails the Part I examination may retake the examination once only, in Trinity Term ~~the Long Vacation of~~ in the same next ~~academic year as the original examination~~. The highest mark that can be awarded to a candidate retaking the examination is a Pass.'

Explanatory Notes

Long vacation resits are appropriate for courses that are examined at the end of Trinity Term. Should a student fail one, they would have the opportunity to retake the examination in the long vacation and re-join their course at the start of Michaelmas term without interrupting their studies as long as they pass.

This doesn't apply to Honour School of Psychology, Philosophy and Linguistics Part I because the FHS Part I Psychology exam takes place at the end of the Easter vacation,

and the FHS Part 2 starts at the beginning of Trinity Term. Students are required to have passed the Part I in order to proceed to Part 2, and so if a student ever failed the Part I they would be required to delay the start of their Part 2 studies until the following Trinity Term and could take their resit at the end of the following Easter vacation alongside everyone else.

Thus, the long vacation examination is vestigial and should be removed from the regulations.

[1516-24-TUG]

Medical Sciences Divisional Board

Approved by Chair of MSD Audit Sub-Committee 12th July 2016

Preliminary Examination in Biomedical Sciences

Brief note about nature of change: Changes to the titles and format of papers in the examination, according to academic decisions taken by the Course Steering Committee based on student feedback.

Effective date

For students starting from MT 2016

And

For first examination from 2016-17

Location of change

In *Examination Regulations 2015-16* <http://www.admin.ox.ac.uk/examregs/2015-16/peinbiomscie/administratorview/>

Detail of change

1. In 1.1:

The ~~subjects of the~~ Preliminary Examination in Biomedical Sciences shall consist of five written papers be:

2. In 1.2:

(1) ~~Body, Brain and Behaviour: Papers 1A and 1B~~ Multiple choice questions

3. In 1.3:

~~(2) Cells, Molecules and Genes: Papers 2A and 2B~~

(2A) Body and Cells (essay questions)

(2B) Genes and Molecules (essay questions)

(2C) Brain and Behaviour (essay questions)

4. In 1.5:

Candidates shall be deemed to have passed the examination if they satisfy the Moderators in all ~~three subjects~~ five papers.

5. In 1.6:

Candidates must offer all ~~three subjects~~ five papers at their first examination attempt.

6. In 1.7:

A candidate who fails one or two of the five papers ~~comprising subjects 1-3~~ will be permitted one further attempt at the failed paper or papers, at the first available opportunity.

7. In 1.8:

A candidate who fails three or more of the five papers ~~comprising subjects 1-3~~ shall be deemed to have failed the examination.

8. In 1.9:

The Moderators may award a Distinction to candidates of special merit who satisfy them in all ~~three subjects~~ five papers at their first examination attempt.

9. In 1:10:

~~For each of subjects 1 and 2, two written papers will be set. Papers 1A and 2A will each be of one hour and thirty minutes' duration. Papers 1B and 2B will each be of two hours duration. Paper 1 will be of two hours and fifteen minutes' duration. Papers 2A, 2B and 2C will each be of ninety minutes' duration. For subject 3.....~~

10. In 1.15 to 1.22:

~~1. Body, Brain and Behaviour~~

- ~~a. Body: cardiovascular; respiratory; renal and gastrointestinal systems~~
- ~~b. Brain: introduction to neuroscience; neuroanatomy overview; sensory; motor; neural development; learning and memory; sleep, dreams, and consciousness~~
- ~~c. Behaviour: memory; language; awareness and attention; decision-making and rationality; disorders; social; genetics of diseases~~

~~2. Cells, Molecules and Genes~~

- ~~a. Cells: cell division and cell cycle; inter- and intra-cellular signalling; excitable tissues; membrane transport; general principles of pharmacology~~
- ~~b. Molecules: DNA/RNA structure; protein structure; lipids and membrane structure; energy metabolism~~

e. Genes: fundamentals of genes; molecular biology techniques

1. Body and Cells

a. Body: cardiovascular; respiratory; renal and gastrointestinal systems

b. Cells: cell division and cell cycle; inter- and intra-cellular signalling; excitable tissues; membrane transport; general principles of pharmacology

2. Genes and Molecules

a. Genes: fundamentals of genes; molecular biology techniques

b. Molecules: DNA/RNA structure; protein structure; lipids and membrane structure; energy metabolism

3. Brain and Behaviour

b. Brain: introduction to neuroscience; neuroanatomy overview; sensory; motor; neural development; learning and memory; sleep, dreams, and consciousness

c. Behaviour: memory; language; awareness and attention; decision-making and rationality; disorders; social; genetics of diseases

11. In 1.23:

34. Introduction to Probability Theory and Statistics (as specified for the Preliminary Examination in Psychology, Philosophy, and Linguistics)

Explanatory Notes

It had come to the attention of the Biomedical Sciences Year 1 committee in Hilary Term 2016 that recent results from the Student Barometer Survey revealed disappointingly low scores for the organisation of the first year of the course. In order to obtain more detailed feedback on this matter, Dr Wilkins asked the Student Representative for the cohort of second year students to consult amongst his peers. This consultation revealed that one reason for such a perception might be that students view the paper divisions in the Preliminary Examination to be rather odd; in particular there is a lot of perceived overlap between the Body and Cells threads which currently appear on different papers. It was, therefore, suggested that by dividing the threads into three papers (Body and Cells; Genes and Molecules; Brain and Behaviour), this would not only give them greater coherence, but also streamline the allocation of examiner duties.

Medical Sciences Divisional Board**Approved by Senior Divisional Officer 8th July 2016****Title of Programme/ Name of Regulation**

Preliminary Examination in Medicine

Brief note about nature of change

Minor amendments to assessment deadlines.

Effective date**For all students on course from MT 2016**

and

For first examination from 2016-17**Location of change**In *Examination Regulations* 2015-16 (<http://www.admin.ox.ac.uk/examregs/2015-16/pexaminmedi/studentview/>)**Detail of change**

- 1) ^{2.37}The essay (two paper copies and an electronic copy) must be submitted to the Chair of Examiners for the Preliminary Examination in Medicine Part I, c/o the Examination Schools, High Street, Oxford, not later than noon on the ~~Friday~~ Tuesday of Week 0 of Trinity Term.
- 2) ^{2.48}The essay (two paper copies and an electronic copy) must be submitted to the Chair of Examiners for the Preliminary Examination in Medicine Part I, c/o the Examination Schools, High Street, Oxford, not later than noon on the ~~Friday~~ Tuesday of Week 0 of Trinity Term.
- 3) ^{3.28}The essay (two paper copies and an electronic copy) must be submitted to the Chair of Examiners for the Preliminary Examination in Medicine Part II, c/o the Examination Schools, High Street, Oxford, not later than noon on the ~~Friday~~ Tuesday of Week 1 of Trinity Term.

- 4) ^{3.39}The essay (two paper copies and an electronic copy) must be submitted to the Chair of Examiners for the Preliminary Examination in Medicine Part II, c/o the Examination Schools, High Street, Oxford, not later than noon on the ~~Friday~~ Tuesday of Week 1 of Trinity Term.

Explanatory Notes

The Graduate Entry Education Committee discussed the Medical Sciences Division's scale of academic penalties for late submission of summatively assessed work. As the scale of penalties increased after 24 hours it was agreed that any Friday deadlines should be brought forward to earlier in the week, so that students would not be further penalised for submitting late when the examination schools were not open at the weekend.

Changes to Examination Regulations 2015

1516-22-TPT

**Education Committee; Planning & Resource Allocation Committee;
Medical Sciences Board**

Approved: MSD Education Policy and Standards Committee, 2 Dec 2014

Title of Programme / Examination: PGDip in Sleep Medicine

Brief note about nature of change: To introduce a new, part-time, postgraduate taught programme, delivered by the Nuffield Department of Clinical Neurosciences.

Effective date: For students starting from 1 October 2016

Location of change: *Examination Regulations 2015*

Details of change:

1. In *Examination Regulations*, 2015, p.942, after I.21, insert on a new line:

Postgraduate Diploma in Sleep Medicine

1. The Divisional Board of Medical Sciences shall elect for the supervision of the course an Organising Committee. The Organising Committee will oversee teaching provision and will nominate Examiners for the Examination Board.
2. The Course Committee shall arrange teaching, student supervision and assessments and shall appoint for each candidate an academic adviser.
3. Students admitted to the Postgraduate Diploma who wish to convert to the M.Sc. course will be offered a place on the M.Sc. course conditional on satisfactory completion of the Postgraduate Diploma. To be considered for a place on the M.Sc. course students will need to indicate their intention to convert no later than by the early January postgraduate admissions deadline_applicable in the second year of their Postgraduate Diploma course. Otherwise students will need to reapply.
4. To be eligible for the award a student must have been on the Course Register for a period of not less than two years, and not more than four years.
5. Candidates may be permitted in certain circumstances to suspend status, for a maximum of six terms. Any such period shall not count to the minimum permitted period of registration and no fee

liability will be incurred during such periods.

6. Every candidate for a Postgraduate Diploma award will be required to satisfy the examiners in the following:

- (i) attendance at all modules specified in the *Schedule*;
- (ii) adequate completion of formative coursework;
- (iii) completion of each of the MCQ examinations prior to the Final Meeting of the Board of Examiners;
- (iv) submission of eight essays of not more than 4,000 words each, relating to each of modules (i) to (viii). Two essays will be submitted at the end of Hilary Term in each year of the course, and two essays will be submitted at the end of Trinity Term in each year of the course, on dates to be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course. Each essay topic will be selected by the Board of Examiners. The essay topics will be distributed to the students at the start of Michaelmas term of the academic year in which the examination is taken;
- (v) attendance at the Residential School following at least 2 terms of study.

7. Essays shall be submitted to the Chair of Examiners, Postgraduate Diploma in Sleep Medicine, c/o Registry, Department for Continuing Education, 1 Wellington Square, Oxford OX1 2JA. The format of each submission and the deadlines for submission shall be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course.

8. Essays must be accompanied by a statement that they are the candidate's work except where otherwise indicated.

9. Candidates must pass each assessment in order to pass the examination overall.

10. Candidates who fail to satisfy the examiners in the extended essays will be permitted, by 12 noon, Friday of Week 8 of the term following the term in which the results were notified to the candidate, to resubmit work in respect of the part or parts they have failed on not more than one occasion.

11. Candidates who fail any of the essays at the second attempt will be judged to have failed to reach the necessary standard for the award.

Schedule

- (i) The Physiological Basis of Sleep
- (ii) Introduction to Sleep Medicine and Methodological Approaches
- (iii) Circadian Rhythm Disruption and Sleep
- (iv) Insomnia
- (v) Sleep-disordered Breathing and Sleep-related Movement Disorders
- (vi) Hypersomnias and Parasomnias
- (vii) Sleep in Specialist Populations
- (viii) Sleep and Society