

Continuation charge for postgraduate research students: change in regulations*Draft explanatory note*

Council has decided to introduce a university continuation charge, to be paid by research students who start their programme of study in or after September 2011, and who exceed the standard period of university fee liability. Such a charge is currently levied by a significant proportion of colleges, and by many other universities. The charge will provide a contribution to the costs arising from continuing students. In parallel with the introduction of this charge, Education Committee is working with divisions to ensure that procedures to oversee the supervision and monitoring of students are effectively implemented across the University, with the aim of improving completion rates. Divisions will be required to set a minimum level of provision for bursaries to support students.

The continuation charge will be levied on a termly basis to students who are admitted in or after September 2011 to study for a DPhil or other research programme and who reach the end of the standard period of fee liability¹, until and including the term of submission. The charge will be made for the first time to certain students² in 2013-14, and to most DPhil students in 2014-15.

The details of this policy are currently being finalised, with the charge expected to be in the range £250-500 per term. The same rate will apply to all students (regardless of Home/EU or Overseas fee status). Bursary schemes are being developed to which students may apply for support towards these charges. The level of the charge for 2013-14 will be set in the course of 2011: further information will be published on the university web site as soon as it is available, at <http://www.ox.ac.uk/feesandfunding/fees/information/>

Draft regulation

(1) In *Examination Regulations, 2010*, p.1116, after l. 44, insert:

‘§ 7 Continuation charge

A candidate admitted to graduate research study (that is, a student for the DPhil, EngD, MLitt, MSc(Res), or any other programme of study designated as a research programme) who commenced their current programme of study in or after September 2011 and who has reached the end of the period of fee liability, as defined at §6, cl. 4, and who thereafter remains registered as a graduate research student, shall pay a continuation charge for each subsequent term up to and including the term in which the thesis is submitted. Candidates whose thesis has been referred back shall pay no further composition fee or continuation charge, but shall pay the fee prescribed in §2 above when they apply for re-examination.

A student who is paying composition fees in respect of any given term shall not be liable for a continuation charge in the same term.

The continuation charge will first become payable in 2013-14, and the level of the charge for that year will be set by the Planning and Resource Allocation Committee in due course.’

(2) *Ibid.*, ll. 1 and 24, renumber §7 and §8 as §8 and §9.

¹ For details of periods of fee liability, see <http://www.ox.ac.uk/feesandfunding/fees/information/maxlib/#d.en.12070>

² Mainly MScRes, MLitt and DPhil students who have a reduced fee liability having previously completed an MPhil, BPhil or MSt in Legal Research.

Classification of students for fees purposes: change in regulations

The Planning and Resource Allocation Committee (PRAC) has made the following change in regulations, to come into effect immediately.

Explanatory note

The purpose of this change is to make necessary amendments to the *Examination Regulations* which relate to the classification of students for fees purposes as either 'home' or 'overseas' following changes to government legislation. The government changes redefine who is to be considered a 'parent', increase the family members of EEA migrant workers who qualify as 'home', and clarify and restrict those who qualify as 'home' following a failed application for asylum. This change also provides for an amendment to the *Examination Regulations* following the change in treatment of students spending a year abroad as required by the relevant honour school.

Text of regulations

In *Examination Regulations*, 2010, p. 1114, l. 25 to p. 1116, l. 44, delete existing text and insert:

'Special Appendix*Definition of persons entitled to be charged university composition fees at the appropriate home rate*

The University currently applies the following definition of persons entitled to be charged University composition fees at the appropriate 'home' (and EU) rate.

1. A person who on the relevant date
 - (a) is settled in the United Kingdom within the meaning of the Immigration Act 1971, and
 - (b) meets the residence conditions referred to in paragraph 8.

2. A person who on the first day of an academic year of the course
 - (a) is a refugee; and
 - (b) is or was ordinarily resident in the United Kingdom and Islands on the relevant date and has not ceased to be so ordinarily resident since he or she was recognised as a refugee, or
 - (c) is the spouse, civil partner or child of such a refugee and who were such at the time of the principal's asylum application to the Home Office, and who were ordinarily resident in the United Kingdom and Island on the relevant date and have not ceased to be so resident since recognition as a refugee.
 - (d) For the purposes of this paragraph 'child' has the meaning given in paragraph 9(a).

3. A person who on the first day of an academic year of the course
 - (a) has been granted Humanitarian Protection as a result of an application for asylum, and
 - (b) has been granted leave to enter or remain accordingly, and
 - (c) is or was ordinarily resident in the United Kingdom and Islands on the relevant date and has not ceased to be so ordinarily resident since being granted Humanitarian Protection; or

(d) who is the spouse, civil partner or child of such a person and who were such at the time of the principal's asylum application to the Home Office and who were ordinarily resident in the United Kingdom and Islands on the relevant date and have not ceased to be so resident since being granted Humanitarian Protection.

(e) For the purpose of paragraph 3 'child' has the meaning given in paragraph 9(a).

4. A person who on the relevant date

(a) is a national of a member State of the European Community, or

(b) who is the family member of such a national, and

(c) who meets the residence conditions referred to in paragraph 8.

(d) For the purposes of paragraph 4, 'family member' has the definition given in paragraph 9(b).

5. A person who on the relevant date

(a) is

(i) an EEA* migrant worker or an EEA* self-employed person; or

(ii) a Swiss employed person or a Swiss self-employed person; or

(iii) a family member of a person mentioned in paragraph (i) or (ii); or

(iv) an EEA* frontier worker or an EEA* frontier self-employed worker;

or

(v) a Swiss frontier employed person or a Swiss frontier self-employed person; or

(vi) a family member of a person mentioned in paragraph (iv) or (v);

and

(b) is ordinarily resident in the United Kingdom and Islands on the first day of the first academic year of the course; and

(c) meets the residence conditions referred to in paragraph 8.

(d) Paragraph 6(b) does not apply where the person falls within paragraph 6(a)(iv), (v) or (vi).

(e) For the purposes of paragraph 6 'family member' has the definition given in paragraph 9(c).

6. A person who on the relevant date

(a) is the child of a Swiss national that is entitled to support in the United Kingdom by virtue of article 3(6) of Annex 1 to the Switzerland Agreement; and

(b) is or was ordinarily resident in the United Kingdom and Islands on the first day of the first academic year of the course; and

(c) meets the residence conditions referred to in paragraph 8.

7. A person who on the relevant date

(a) is the child of a Turkish worker in the UK; and

(b) is or was ordinarily resident in the United Kingdom with the Turkish worker on the first day of the first academic year of the course; and

(c) meets the residence conditions referred to in paragraph 8.

8. The residence conditions referred to above are that:

(a) the person has been ordinarily resident throughout the three-year period preceding the relevant date, in the case of a person mentioned in paragraph 1, in the United Kingdom and Islands, or, in the case of a person mentioned in paragraphs 4 to 6, in the EEA*, Switzerland or EU overseas territories, or, in the case of a person mentioned in paragraph 7, in the EEA*, Switzerland, EU overseas territories or Turkey; and

(b) in the case of a person mentioned in paragraph 1, 4 or 6 his or her residence in the United Kingdom and Islands, or in the EEA*, Switzerland, or EU overseas territories, as the case may be, has not during any part of the period referred to in paragraph 8(a) been wholly or mainly for the purpose of receiving full-time education.

(c) A person shall be treated as ordinarily resident in the United Kingdom or the EEA*, Switzerland, EU overseas territories, or Turkey as the case may be if he or she would have been so resident at the relevant time but for the fact that a spouse or civil partner, parent, guardian, or any other person having parental responsibility for him or her, is or was temporarily employed outside the area in question. For these purposes, temporary employment includes:

(i) in the case of members of the regular navy, military or air forces of the Crown, any period which they serve outside the United Kingdom as members of such forces; and

(ii) in the case of members of the regular armed forces of a Member State of the EEA* or Switzerland, any period which they serve outside of the territory comprising the EEA* and Switzerland as members of such forces.

9. (a) For the purposes of paragraphs 2 and 3, 'child' refers to a person who was under 18 at the time of the principal's asylum application to the Home Office and includes a person adopted in pursuance of adoption proceedings and a stepchild.

(b) For the purposes of paragraph 4, 'family member' includes the spouse or civil partner of such a national, and the direct descendants of his or her spouse or civil partner who are under 21 or who are dependants of his or her spouse or civil partner.

(c) For the purposes of paragraph 5, 'family member' includes

(i) in relation to EEA* nationals, the spouse or civil partner of such a national, the direct descendants of his or her spouse or civil partner who are under 21 or who are dependants of his or her spouse or civil partner, and dependants in the ascending line of the EEA* national or their spouse or civil partner;

(ii) in relation to Swiss nationals, the spouse or civil partner or his child or the child of his spouse or civil partner.

10. A reference in this Appendix to the relevant date in paragraphs 1 to 3 or 8, or to the first day of the first academic year of the course is a reference to 1 September, 1 January, 1 April, 1 July closest to the beginning of the first term of the first year of the person's course. A reference in this Appendix to the relevant date in paragraphs 4 to 7 is a reference to 1 September, 1 January, 1 April, 1 July closest to the beginning of the first term of an academic year of the person's course.

11. A person who was admitted to his or her course in pursuance of arrangements with an institution outside the United Kingdom for the exchange of students on a fully reciprocal basis.

12. A person who commenced a programme of undergraduate study before 1 September 2011 who is spending a year abroad on an approved course required by the honour school for which he or she is working.

13. Any student who does not meet the criteria outlined above is charged University composition fees at the appropriate 'overseas' rate. In determining whether students are liable for University composition fees at 'home' or 'overseas' rates, the University

applies the above criteria. It should however be noted that these are liable to be changed from time to time to conform to national legislation.'

*The European Economic Area (EEA) is made up of the countries of the EU plus Iceland, Norway and Liechtenstein.

Continuation charge for postgraduate research students: change in regulations

The Planning and Resource Allocation Committee (PRAC) has made the following change in regulations, to come into effect immediately.

Explanatory note

The purpose of this change is to specify the level of the University continuation charge. This charge was established by regulation in January 2011, and will be paid by research students who start their programme of study in or after September 2011, and who exceed the standard period of University fee liability. The University continuation charge will first become payable in 2013/14, and, after consultation with divisions and with the Education Committee, PRAC has set the charge for that year at £400 per term. Bursary schemes are being developed to which students may apply for support towards this charge.

Text of regulations

1. In *Examination Regulations, 2010*, p.1116, after l. 44, amend section §7 (as inserted by Gazette, vol. 141, no. 4939, 13 January 2011) as follows (new text underlined, deleted text scored through):

‘§ 7 Continuation charge

A candidate admitted to graduate research study (that is, a students for the DPhil, EngD, MLitt, MSc(Res), or any other programme of study designated as a research programme) who commenced their current programme of study in or after September 2011 and who has reached the end of the period of fee liability, as defined at § 6, cl. 4, and who thereafter remains registered as a graduate research student, shall pay a continuation charge for each subsequent term up to and including the term in which the thesis is submitted. Candidates whose thesis has been referred back shall pay no further composition fee or continuation charge, but shall pay the fee prescribed in § 2 above when they apply for re-examination.

A student who is paying composition fees in respect of any given term shall not be liable for a continuation charge in the same term.

The continuation charge will first become payable in 2013–14, and the level of the charge infor that year will be £400 per term ~~set by the Planning and Resource Allocation Committee in due course.~~

Deadline for payment of fees: change in regulations

The Planning and Resource Allocation Committee (PRAC) has made the following change in regulations, to come into effect from **1 October 2011**.

Explanatory note

The purpose of this change is to bring the deadline for payment of University tuition fees by graduates in line with that for undergraduates. As a result of this change undergraduates and graduates will be expected to pay their fees by the same point in the academic year, namely on or before the seventh day of Michaelmas full term or of the term in which the student commences his/her studies; colleges will retain the ability to approve payment in instalments if appropriate. This formalises common practice across the institution.

Text of regulations

In *Examination Regulations*, 2010, p. 1097, l. 33 to p. 1101, l. 50, amend section 1 as follows (new text underlined, deleted text scored through):

'1. Every member of the University shall pay a composition fee as specified in cl. 14 below for each academic year in which he or she is working in Oxford:...

[list of undergraduate and certain graduate qualifications]

The fee shall be paid as follows:

(a) in the case of those whose fees are paid under the terms of the Education (Mandatory Awards) Regulations (or under corresponding arrangements approved by the Scottish Education Department, the Northern Ireland Ministry of Education, or the Education Departments in the Channel Islands or Isle of Man) the fees shall be paid in accordance with the arrangements laid down in those regulations;

~~(b) in the case of those working for an undergraduate degree and liable to payment in full or part of the University composition fee as specified in clause 14 below, the fee shall be collected in accordance with the provisions of clause 13 below;~~

~~(c) in all other cases the fee shall be paid at the end of Michaelmas Term by all those who have been working in Oxford in that term. Those who begin working in Oxford in Hilary or Trinity Term shall pay the fee at the end of that term. On application by the society of the member of the University concerned, and subject to the approval of Council's Education Committee some part of the fee may be remitted. On application by their society, and subject to the approval of Council's Education Committee, some part of the fee for an academic year may subsequently be returned to those who do not work in Oxford for the whole of that year.⁴~~

(b) in all other cases, the fee shall be collected in accordance with the provisions of cl. 13 below;

3. (a) Subject to the provisions of cll. 4 and 5 below, every member of the University shall pay a composition fee at the appropriate annual rate specified in cl. 14 below for each term in which he or she is registered as a Probationer Research Student or is working for one of the qualifications listed below,...

[list of graduate qualifications]

~~(b) In the event that any fee, or the relevant instalment towards the fee, remains unpaid after the due date of payment, the student shall be subject to the provisions in cl. 13 (b)-(e) below.~~

(b) The fee shall be collected in accordance with the provisions of cl. 13 below.

12. (a) Not later than the fourteenth day after the last day of every Full Term the Head or Bursar of every society, or the Head of the student's department for programmes where fees are usually paid directly to the department, shall send to the Secretary of the Chest a schedule signed by himself or herself containing the names of all members of the society who were liable to pay the composition fees referred to in cll. 1-3 and cl. 6 above, in respect of that term. The Head or Bursar of every society shall also:

~~(a) in respect of composition fees payable under cl. 1 above, send to the Secretary of the Chest within five working days of the end of every month of the academic year (the first month of the academic year being taken as October) the sum collected by the society in that month;~~

~~(b) in respect of composition fees payable under cll. 2, 3, and 6 above, send to the Secretary of the Chest within fourteen days of the last day of every Full Term the sum of such fees, provided that in the case of such fees payable for Michaelmas Term, if at that date a society shall not have received payment in full by the fee-paying bodies, the society~~

~~(i) may transmit by that date either 80 per cent of the amount required to be transmitted, or the total amount of fees received by that date, whichever is the greater, and~~

~~(ii) shall transmit the outstanding balance within one month of the stated date.~~

(b) The Head or Bursar of every society shall pay to the Secretary of the Chest such University composition fees as were due for that term in accordance with the mechanisms agreed between the colleges and the University from time to time. Where University composition fees are collected by a department these shall be paid to the Secretary of the Chest in accordance with the mechanisms that are agreed from time to time.

13. (a) The annual university composition fee shall be paid on or before the seventh day of Michaelmas Full Term (or of the term in which the student commences his or her course, as the case may be) unless the Bursar of the student's college, or the Head of the student's department for programmes where fees are usually paid directly to the department, certifies in writing that

(i) the college has approved the student's application to pay by instalments, the first such instalment having been paid; and/or

(ii) the student has applied for, and is *prima facie* eligible for, a contribution to his or her fee from his or her ~~local education authority (or equivalent body)~~ local authority or other fee-paying body, and the college is of the opinion that no contribution will be required from the student;

(iii) the student's programme did not commence on the first day of the relevant term, and payment is due on the seventh day after the actual commencement of the student's programme.

(b) In the event that any fee payable by the student, or the relevant instalment towards such a fee, remains unpaid after the due date of payment it shall be the duty of the Bursar of the student's college or the Head of the student's department for programmes where fees are usually paid directly to the department, to notify the student concerned that, in the event that the fees due have not been paid in full within four weeks from the date of such notification, the student shall be liable for suspension from access to the premises and facilities of the University (including the Examination Schools and other places of examination) from the end of such four-week period until such time as

outstanding fees have been paid. The Bursar or Head shall also inform the Registrar that he or she has so notified the student concerned; and if the fees due have not been paid in full within the specified four-week period, the Bursar shall inform the Registrar of the position, whereupon, subject to the other provisions of this clause, the University shall have the right forthwith to suspend the student concerned from access to the premises and facilities of the University.

(c) On application by their society, or by the Head of the student's department for programmes where fees are usually paid directly to the department, and subject to the approval of Council's Education Committee, some part of the fee for an academic year may subsequently be returned to those who do not work in Oxford as a result of suspension or withdrawal, for the whole of that year.¹ In addition, if a student withdraws or suspends their status on or before Monday of Week 4 of any term the fees payable in respect of that term may be reimbursed to the student.²

(d) Applications for the remission or waiver of University fees, for the resolution of issues relating to the non-payment of University fees, and for all other questions of doubt or difficulty relating to the liability of individual students for University fees, including those covered under (a) to (c) above, shall be determined by the Fees Panel, which shall be chaired by the Assessor and consist of two members nominated by the Conference of Colleges, two members nominated by Council's Education Committee, and the Assessor-elect. Applications for dispensation from residence requirements, other than those specified above, shall be determined by the Proctors, on condition that if the Fees Panel or the Proctors, as the case may be, are unable to agree on how to deal with any individual application they shall refer the application to Council's Education Committee for decision.

(e) There shall be no appeal against a decision of the Fees Panel. A student may, however, make a further application under the procedures outlined above for relief from suspension or such terms as may have been imposed by a Fees Panel if the Bursar of his or her college supports an application on the basis that the student's financial circumstances have changed for reasons beyond his or her control.'

¹ The general rule agreed by Council is that, for each complete term not spent working in Oxford as a result of suspension or withdrawal, one third of the annual fee shall be returned.

² Certain programmes which have been granted permission to charge non-refundable deposits and programmes within the Department for Continuing Education and the Said Business School may have different refund policies.

Planning and Resource Allocation Committee

Fees payable in relation to examinations and related matters: change in regulations

The Planning and Resource Allocation Committee (PRAC) has made the following change in regulations, to come into effect from **1 October 2011**.

Explanatory note

The purpose of this change is to update the level of fees payable in 2011/12 for certain purposes, including entry and re-entry for examinations, leave to supplicate and resubmission of a thesis, and registration for a programme of study validated by the University. The opportunity has been taken to delete certain charges that are in practice no longer collected, including matriculation fees and fees for entry of the name of a non-member of the University on the Register of Diploma and Certificate Students, to simplify the wording of the section on transcripts and to revise the name of the Certificate/Diploma in Diplomatic Studies.

Text of regulations

In *Examination Regulations*, 2010, p. 1095, l. 4 to p. 1100, l. 26, amend section 1 as follows (new text underlined, deleted text scored through):

'Section I. Fees and Dues payable to the University

§1. Fees payable at Matriculation

~~The matriculation fee shall be £191, provided that no fee shall be payable by any person who is certified by his or her college as being liable to pay in the term of his or her matriculation a composition fee under the provisions of §6 of this Section or by any person on whom a degree is to be conferred by special resolution, or by a clinical student who has already paid an admission fee of £10 under the provisions of §8, cl. 1 of this Section, or by any other person who is permitted by regulation to be matriculated without the payment of a matriculation fee.~~

§12. Fees payable by candidates on registration, entry for an examination, application for leave to supplicate, or resubmission of a thesis for certain degrees

~~(a) On entering or replacing the name of a non-member of the University on the Register of Diploma and Certificate Students £95~~

~~(b) On admission to the Status of Student for the Degree of DM and for each subsequent year that the name of the student remains on the register of students for the degree £308296~~

~~(c) On entering for certain examinations:~~

~~Certificates in Theology £5557~~

~~Certificate and Diploma in Theological and Pastoral Studies £5557~~

~~Certificate in Management Studies £95~~

~~Qualifying Examination for the degree of BD £69~~

~~Degree of BMus £200260~~

~~Degrees of BPhil, MPhil, MTh, MSc (by Coursework), and MSt on re-entering the examination¹ £331344~~

- Diplomas in Applied Statistics, and in Human Biology on re-entering the examination¹ £176183
- Degree of M.Ch., Part I £105109
- (~~d~~c) On applying for leave to supplicate
~~for the degree of BD~~ £180
 for the degree of MCh, Part II £396412
 for the degree of DM £416433
 for the degrees of DD, DCL, DLitt, DSc, and DMus £630655
- (~~e~~d) On resubmission of a thesis for the degree of MLitt, MTh, MSc, or DPhil, or on reinstatement on the Register of Students for the degree of MLitt, MSc (by Research), or DPhil, or before ~~£119~~ a revised or new dissertation is examined for the degree of MSc in Education ~~or~~ Educational Research Methodology £124
- (~~f~~e) On resubmission for the degree of DM £416433

§23. Fee payable by candidates on registration for courses validated by the University

For the Degree of Doctor of Clinical Psychology £1,4891,522

§34. Fees payable in respect of degrees

1. Every person shall pay £10 on supplicating for admission to the degree of MA, provided that:
 - (i) no fee shall be payable by any person on whom a degree has been conferred by special resolution or who incorporates in virtue of having obtained an educational position in the University;
 - (ii) no fee shall be payable by a Master of Surgery on supplicating for admission to the Degree of Master of Arts.
2. The following fees shall be paid by every person:
 - (a) accumulating the Degrees of Bachelor and Doctor of Civil Law £1940
[until 1 October 2013] (b) whose name shall have been given in to the Registrar after the hour prescribed. £20]

§45. In respect of certificates, transcripts and personal data

1. Every person shall pay the fee prescribed below in each case for certificates issued, on request, to Degree Conferrals Office, Examination Schools, Oxford OX1 4BG:
 - (a) for the first certificate attesting admission to any degree, which shall include a statement of the class obtained ~~in the case of the BCL or BFA or the BTh or Magister Juris, and a statement of the class obtained in the honour school in the case of the BA or the MBiochem or the MChem or the MCompSci~~ **[From 1 October 2013: or the MCompPhil]** ~~or the MEarth Sc or the MEng or the MMath or the MMathCompSci or the MPhys or the MPhysPhil or the MmathPhil:~~ no charge
 - (b) for each replacement certificate attesting admission to any degree (the request must be accompanied by a written statement declaring the original lost, stolen or damaged) £30
2. Every person shall pay the fee prescribed below in each case for transcripts issued, online or by request to University of Oxford, c/o Examination Schools, High Street, Oxford OX1 4BG:
 - (a) for the first transcript provided upon successful completion: no charge
 - (b) for each transcript provided during the course and any subsequent transcripts upon completion: £5

3. Every person making a request to be supplied with personal data under Section 7 of the Data Protection Act 1998 shall pay the fee determined from time to time by Council.²

§56. Composition fees payable by members of the University

1. Every member of the University shall pay a composition fee as specified in cl. 14 below for each academic year in which he or she is working in Oxford:...

(viii) ~~on the Foreign Service Programme~~ for the Certificate in Diplomatic Studies;

(ix) for the Postgraduate Diploma in Diplomatic Studies;...

3. (a) Subject to the provisions of cll. 4 and 5 below, every member of the University shall pay a composition fee at the appropriate annual rate specified in cl. 14 below for each term in which he or she is registered as a Probationer Research Student or is working for one of the qualifications listed below,...

(x) any diploma or certificate other than:...

(g) the Certificate in Diplomatic Studies;

(h) the Postgraduate Diploma in Diplomatic Studies;...

10. Council's Education Committee shall have power to approve exchange arrangements with other universities under which no fees are payable on either side.

Any of the fees prescribed in cl. 14 below, ~~and the matriculation fee prescribed in §1 of this Section,~~ which would otherwise have been payable by any person working in Oxford under those exchange arrangements shall be remitted.'

Notification of change in Examination Regulations to the Gazette July 2011

Council

Approved at the meeting of 27th June 2011

Regulations for the Conduct of University Examinations - Proctors' Disciplinary Regulations

Brief Note of Change

Amendments to Part 19, Proctors' Disciplinary Regulations for Candidates in Examination.

With effect from 1 October 2011

In Examination Regulations 2010, Part 19 of Regulations for the Conduct of University Examinations

- (1) Page 52, line 1, insert after 'essay': 'Transfer of Status materials, Confirmation of Status materials,' continuing with 'other coursework'.
- (2) Ibid., line 2, after 'but', insert 'is a requirement for,' continuing with 'counts towards'
- (3) Ibid., line 5, after 'Secretary of Faculties', insert 'or his or her deputy,' continuing with 'or approved by'
- (4) Ibid., line 19, insert new paragraph 6. as follows:

'Unless specifically permitted by the Special Subject Regulations for the examination concerned, no candidate shall submit to the Examiners any work which he or she has previously submitted partially or in full for examination at this University or elsewhere. Where earlier work by the candidate is citable, he or she shall reference it clearly.

- (5) Ibid., after new paragraph 6, renumber subsequent paragraphs from old paragraph 6 (7) up to old paragraph 17(18) on page 53
- (6) Ibid., line 24, after 'revision notes)', insert 'item or device (including a mobile telephone or any other device capable of receiving or communicating information),'

(7) Ibid., line 26, delete 'it' and replace with 'such material, item or device.'

(8) Page 53, line 9, replace 'must' with 'shall'

(9) Ibid., line 19, delete existing paragraph 18 'No candidate.....examination room.'

Note: remaining paragraphs 19 and 20 numbers and content of Part 19 are unchanged

Explanatory Notes

These changes update the regulations following consultation with Council's Education Committee.