

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

SSD/2/2/4

**Social Sciences Divisional Board**

**Approved by officer's action on behalf of the divisional Quality Assurance Committee on 26 September 2023**

**Title of Programme**

Research Degrees in Sociology

**Brief note about nature of change:**

Minor amendments to the wording in preparation for the new SSD-specific GSO forms

**Effective date**

For all students from Michaelmas term 2023 onwards

**Location of change**

In *Examination Regulations* [2019-20, Research Degrees in Sociology \(ox.ac.uk\)](#)

**Details of Change:**

Amend citations as follows:

**1.63. Transfer to MLitt or DPhil status**

1.7 Students will normally be admitted as Probationer Research Students. Students will normally be expected to achieve Transfer of Status in their third or fourth term after admission (or in their sixth to eighth term after admission for part-time students).

1.8 Applications should be submitted to the Graduate Studies Committee and will comprise the following:

1.9(a) a completed transfer of status form ~~and appointment of assessors form~~;

1.10(b) a provisional thesis title and thesis outline;

1.11(c) a research proposal of between 5,000 to 7,000 words;

1.12(d) a piece of written work relevant to the thesis of between 5,000 to 7,000 words;

1.13(e) a timetable for completion;

1.14(f) evidence of participation in PRS and Departmental seminars;

1.15(g) research ethics forms (if applicable);

1.16(h) risk assessment forms (if applicable).

1.17 If submitting an articles-based/integrated thesis, students should also submit statement(s) on the contribution of each co-author, signed by all co-authors.

1.18 Full details of requirements can be found in the course handbook.

1.19 The Graduate Studies Committee will appoint two assessors who will read the work, interview the student and submit a recommendation to the committee in a written report. The Graduate Studies Committee will then decide whether Transfer of Status will be approved.

1.20 A student whose first application for Transfer of Status is not approved (including where the outcome is a recommendation to transfer to the MLitt) is permitted to make one further application and will be granted an extension of one term (or up to two terms for part-time students) to Probationer Research Student status if necessary. If after a second attempt, the Graduate Studies Committee can neither approve transfer to the DPhil or to the MLitt, the student will be removed from the Register of Graduate Students.

#### 1.21 **4. Confirmation of Status**

1.22 Students must achieve Confirmation of Status not later than their ninth term or normally earlier than their sixth term (or not later than the eighteenth term or normally earlier than the twelfth term for part-time students).

1.23 Applications should be submitted to the Graduate Studies Committee and will comprise the following:

1.24(a) a completed confirmation of status form ~~and appointment of assessors form~~;

1.25(b) a thesis title and abstract;

1.26(c) a thesis outline;

1.27(d) two draft chapters intended to form part of the final thesis;

1.28(e) a timetable for completion;

1.29(f) research ethics forms (if applicable);

1.30(g) risk assessment forms (if applicable).

1.31 If submitting an articles-based/integrated thesis, students should also submit statement(s) on the contribution of each co-author, signed by all co-authors.

1.32 Full details of requirements can be found in the course handbook.

<sup>1.33</sup>The Graduate Studies Committee will appoint two assessors who will read the work, interview the student and submit a recommendation to the committee in a written report. The Graduate Studies Committee will then decide whether Confirmation of Status will be approved.

<sup>1.34</sup>A student whose first application for Confirmation of Status is not approved is permitted to make one further application, normally within one term (two terms for part-time students) of the original application, and will be granted an extension of one term (up to two terms for part-time students) if necessary. If after the second attempt the DPhil Committee can neither approve the application nor approve transfer to the MLitt, the student will be removed from the Register of Graduate Students.

### **Explanatory Notes**

Minor amendments to the wording in preparation for the new SSD-specific GSO forms GSO.2 and GSO.14 going live Michaelmas term 2023.