



# **Summary of Changes to Research Degree Policies**

***Effective from August 2018***

*This document summarises changes made from the University's  
rules and regulations which were in force in 2017/18*

**STUDENT REGULATIONS  
AND POLICIES**

[uclan.ac.uk/studentcontract](http://uclan.ac.uk/studentcontract)

## **Summary of changes to Research Degree Policies**

This document sets out a summary of the changes that have been made to the Research Degree Academic Regulations and Research Student facing policies since the start of the last academic year in September 2017. These changes will take effect in the next academic year ie 2018/2019 and will apply to students starting in 2018/19 or later.

It is very important that students familiarise themselves with these changes to the Academic Regulations and Student facing policies.

The full versions of the student policies can be viewed on the University's website at [https://www.uclan.ac.uk/students/life/rules\\_regs.php](https://www.uclan.ac.uk/students/life/rules_regs.php).

## **Academic Regulations for Research Degrees**

A number of changes were made to the regulations:

- a) Throughout the document reference to Doctor of Philosophy via an Integrated PhD route has been removed as this route is no longer available.
- b) General tidying and removal of repetition from different sections of the regulations and use of clear and simple language
- c) Alignment where necessary to generic wording in Academic Taught Regulations for example around appeals and requirement for delivery and assessment in English
- d) Consistent use of research terminology such as Research Programme Approval and Annual Assessment of Progress
- e) Removal of specific regulations for Professional Doctorates to the new Professional Doctorate Regulations
- f) Process, as opposed to regulatory requirements, have been removed from the regulations and will be included within the Postgraduate Assessment Policies and Procedures Handbook (this includes administrative requirements and guidance such as external examiner process, and guidance for examination, criteria for appointment of independent chairs of exams, procedural information about examiner conduct prior to exams)
- g) A2.2 PhD by Published Works: Addition of new entry requirement in relation to 'an external applicant who can demonstrate a record of publications of an appropriate quantity and quality to benefit from this form of doctoral study'
- h) A4.1.2 changed to "The period of study for research degrees ends when either the research degree is awarded or when the maximum period of registration has been reached. Continuation beyond this time is subject to approval by the Research Degree Tutor and will be subject to a maximum, additional period of registration of one year."
- i) A4.1.3 addition of extra column for maximum period of registration to separate expected submission times from maximum allowed registration period for programme.
- j) A4.1.3 Students who fail to submit within the maximum period of registration will be withdrawn from the course.
- k) A4.3.10 Remove the words "normally" and "expected" ie An authorised interruption to study would normally require an adjustment to the expected end date of the programme by the equivalent period of time.
- l) A5.1 and A5.3. Clarification of requirements relating to supervisory team. A5.1 clarifies that the team should be normally 2 and not more than 3 individuals (including a Director of Studies). A5.3 clarifies that one of the supervisory team must have

experience of at least one successful completion and that a team will not be deemed qualified if the only successful completion within the team has been obtained by attendance at supervisor training.

- m) A7.1.4 changed from examination arrangements proposed by the School must be approved by the Research Degrees Board before 'submission' can occur to: 'The examination arrangements proposed by the School must be approved by the Research Degrees Board before examination can occur. These examination arrangements should be submitted to Research Student Registry four months before the student's intended submission date to allow sufficient time for approval and arrangements to be made. Exceptionally, where it has not been possible to confirm an examination team prior to the student's intended submission date, then the student will be allowed to submit pending the examination arrangements being approved.'
- n) A7.3.4 that the new 'opt in' embargo period be included in the regulations "The final version of the thesis must be deposited in the Institutional Repository. An application for an embargo to the full publication of the thesis may be submitted to Research Degrees Board at the time of submission of the examination arrangements."
- o) A7.5.1.2 The requirements in relation to experience of the external examining team have been reviewed in line with sector.
- p) A7.5.3 wording of remove "on an indefinite contract" and replace with "a contract which cover the period of examination"
- q) A7.6 Outcomes of First Examination. Statements in each definition which say that 'the examiners can stipulate a shorter period, if required' have been removed.
- r) A7.8 Amended from Research Innovation Committee making arrangements where examiners are not in agreement, to Research Degrees Board making this decision and then, as they normally would, making a recommendation for an award to RIC.
- s) A8 Unfair Means to Enhance Performance- re-written in line with overall University regulations. Process information will also be revised.
- t) Appeals information standardised and is stated once only in section A9. There will be one consistent University Appeals Procedure (for all taught and research students) as stated and the guidance is being revised to ensure it meets the needs of research students.