F2 The Postgraduate Diploma by Research award

F2.1 The award

1 The Postgraduate Diploma by Research is awarded to a candidate who, having successfully completed an approved programme of training and research which combines advanced study, research methodology and a substantial research project, or series of research projects in a chosen field, has presented work to the satisfaction of the examiners. A requirement for an oral defence of the work is at the discretion of the examiners.

2. The text of the thesis should not normally exceed 18,000 words (excluding ancillary data). Where the submission is accompanied by material in other than written form or the research involves creative writing or the preparation of a scholarly edition, the written commentary should normally be a minimum of 5,000 words.

F2.2 Enrolment periods

The maximum periods of enrolment and additional submission pending are as follows:

<table>
<thead>
<tr>
<th>Degree</th>
<th>Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>8 months</td>
<td>up to 2 months</td>
</tr>
<tr>
<td>part-time</td>
<td>16 months</td>
<td>up to 2 months</td>
</tr>
</tbody>
</table>

F2.3 Admission criteria

In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) an upper second class honours degree from a UK university or a qualification of an equivalent standard, in a discipline appropriate to that of the proposed programme to be followed.

F2.4 Research Support Plan

1 No later than two months after enrolment for full-time students and four months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.

2 An option to register for study on taught modules in addition to the research award is not available.

F2.5 Examination of end assessments

1 For a named Postgraduate Diploma by Research award, an external examiner(s) may act as examiner for the whole cohort of students within an academic session but may not then return to act as an examiner until one year has elapsed.

2 The examination for Postgraduate Diploma by Research consists of the assessment of the work submitted for examination by the examiners. A requirement for an oral defence of the work submitted is at the discretion of the examiners.

Initial Consideration

3 Following the completion of the examination, including an oral defence where required, the examiners may recommend:
a) that the candidate be awarded the degree with an appropriate classification;

b) that the candidate be awarded the degree with an appropriate classification, subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

   a. minor amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within four weeks from the date of the notification of the outcome of the examination;

   b. major amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within two months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

   c. major amendments with an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within two months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

   d. further work to be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners will determine if an oral examination is required;

   e. that the candidate be not awarded the degree. The examiners may not recommend that a candidate fail outright without holding an oral examination.

4 A distinction, merit or pass will be awarded to a candidate where the University’s relevant minimum criteria for that classification have been met.

5 Only one opportunity for referral is permitted.

**Consideration following referral**

6 Where a candidate that has been referred to complete minor amendments submits work that is not to the satisfaction of the internal examiner, the work must be
presented for consideration by all examiners before a recommendation can be made.

7 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be not awarded the degree.

8 The maximum classification awarded following referral shall be no more than a pass.

F3 The MEnt award
F3.1 The award

1 The MEnt is awarded to a candidate who, having successfully completed an approved programme of enterprise research which combines advanced study, research methodology and a substantial research project, or series of research projects in a chosen field, underpinning a new business, social enterprise or service innovation, has presented work to the satisfaction of the examiners. A requirement for an oral defence of the work is at the discretion of the examiners.

2 The text of the thesis should not normally exceed 25,000 words (excluding ancillary data). Where the submission is accompanied by material in other than written form or the research involves creative writing or the preparation of a scholarly edition, the written commentary should normally be a minimum of 5,000 words.

F3.2 Enrolment periods
The maximum periods of enrolment and additional submission pending are as follows:

<table>
<thead>
<tr>
<th>Degree</th>
<th>Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>12 months</td>
<td>up to 4 months</td>
</tr>
<tr>
<td>part-time</td>
<td>24 months</td>
<td>up to 4 months</td>
</tr>
</tbody>
</table>

F3.3 Admission criteria
In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) an upper second class honours degree from a UK university or a qualification of an equivalent standard, in a discipline appropriate to that of the proposed programme to be followed.
F3.4 Research Support Plan
1 No later than two months after enrolment for full-time students and four months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.

2 An option to register for study on taught modules in addition to the research award is not available.

F3.5 Examination of end assessments
1 For a named MEnt award an external examiner(s) may act as examiner for the whole cohort of students within an academic session but may not then return to act as an examiner until one year has elapsed.

2 The examination for MEnt consists of the assessment of the work submitted for examination by the examiners. A requirement for an oral defence of the work submitted is at the discretion of the examiners.

Initial Consideration
3 Following the completion of the examination, including an oral defence where required, the examiners may recommend:

a) that the candidate be awarded the degree with an appropriate classification;

b) that the candidate be awarded the degree with an appropriate classification, subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

i) minor amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within six weeks from the date of the notification of the outcome of the examination;

ii) major amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all
examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

iv) further work to be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners will determine if an oral examination is required;

v) that the candidate be not awarded the degree. The examiners may not recommend that a candidate fail outright without holding an oral examination.

4 A distinction, merit or pass will be awarded to a candidate where the University’s relevant minimum criteria for that classification have been met.

5 Only one opportunity for referral is permitted.

Consideration following referral

6 Where a candidate that has been referred to complete minor amendments submits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

7 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be not awarded the degree.

8 The maximum classification awarded following referral shall be no more than a pass.

F4 The MA by Research and MSc by Research award

F4.1 The award

1 The MA by Research or MSc by Research is awarded to a candidate who, having successfully completed an approved programme of training and research which combines advanced study, research methodology and a substantial research project, or series of research projects in a chosen field, has presented work to the
satisfaction of the examiners. A requirement for an oral defence of the work is at the discretion of the examiners.

2. The text of the thesis should not normally exceed 25,000 words (excluding ancillary data). Where the submission is accompanied by material in other than written form or the research involves creative writing or the preparation of a scholarly edition, the written commentary should normally be a minimum of 5,000 words.

F4.2 Enrolment periods
The maximum periods of enrolment and additional submission pending are as follows:

<table>
<thead>
<tr>
<th>Degree</th>
<th>Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>12 months</td>
<td>up to 4 months</td>
</tr>
<tr>
<td>part-time</td>
<td>24 months</td>
<td>up to 4 months</td>
</tr>
</tbody>
</table>

F4.3 Admission criteria
In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) an upper second class honours degree from a UK university or a qualification of an equivalent standard, in a discipline appropriate to that of the proposed programme to be followed.

F4.4 Research Support Plan
1 No later than two months after enrolment for full-time students and four months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.

2 An option to register for study on taught modules in addition to the research award is not available.

F4.5 Examination of end assessments
1 For a named MA by Research or MSc by Research award, an external examiner(s) may act as examiner for the whole cohort of students within an academic session but may not then return to act as an examiner until one year has elapsed.

2 The examination for MA by Research and MSc by Research consists of the assessment of the work submitted for examination by the examiners. A requirement for an oral defence of the work submitted is at the discretion of the examiners.

Initial Consideration
3 Following the completion of the examination including an oral defence where required, the examiners may recommend:

a) that the candidate be awarded the degree with an appropriate classification;
b) that the candidate be awarded the degree with an appropriate classification, subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

i) minor amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within six weeks from the date of the notification of the outcome of the examination;

ii) major amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

iv) further work to be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners will determine if an oral examination is required;

v) that the candidate be not awarded the degree. The examiners may not recommend that a candidate fail outright without holding an oral examination.

4 A distinction, merit or pass will be awarded to a candidate where the University’s relevant minimum criteria for that classification have been met.

5 Only one opportunity for referral is permitted.

Consideration following referral

6 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.
7 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be not awarded the degree.

8 The maximum classification awarded following referral shall be no more than a pass.

F5 The MPhil award
F5.1 The award
1 The MPhil is awarded to a candidate who, having critically investigated and evaluated an approved topic and demonstrated an understanding of research methods appropriate to the chosen field, has presented and defended work by oral examination, to the satisfaction of the examiners.

2 The text of the thesis should not normally exceed the following length (excluding ancillary data):
   - in Science and Engineering and Art and Design 20,000 words
   - in Arts, Social Sciences and Education 40,000 words
Where the submission is accompanied by material in other than written form or the research involves creative writing or the preparation of a scholarly edition, the written commentary should normally be a minimum of 5,000 words.

F5.2 Enrolment periods
1 The standard maximum periods of enrolment and additional submission pending are as follows:

<table>
<thead>
<tr>
<th>Degree Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>12 months</td>
</tr>
<tr>
<td>part-time</td>
<td>24 months</td>
</tr>
<tr>
<td></td>
<td>up to 4 ±2 months</td>
</tr>
</tbody>
</table>

2 Where a candidate who is unable to complete the approved programme of work for a doctoral degree transfers to the MPhil award, either as an outcome of a progression monitoring exercise or following a formal application prior to the submission of work for assessment, normally, the following maximum enrolment periods will apply:

<table>
<thead>
<tr>
<th>Enrolment elapsed on previous course</th>
<th>Degree Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
full-time
- up to 12 months: 9 months
- up to 24 months: 6 months
- up to 36 months: 3 months

part-time
- up to 24 months: 18 months
- up to 48 months: 12 months
- up to 72 months: 6 months

The precise enrolment period, and any additional submission pending period, for the completion of this award will be determined by the candidate’s Supervisor or Progression Monitoring Panel (as appropriate), following an assessment of the candidate’s progress to date.

F5.3 Admission criteria
In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) an upper second class honours degree from a UK university or a qualification of an equivalent standard, in a discipline appropriate to that of the proposed programme to be followed.

F5.4 Research Support Plan
1 No later than two months after enrolment for full-time students and four months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.

2 The plan may include registration for a maximum of 60 credits of master’s level modules.

F5.5 Transfer from MPhil to PhD
1 Candidates who enrolled initially for MPhil and who wish to transfer to PhD must apply to transfer when they have made sufficient progress on the work to provide evidence of the development to PhD.

2 In support of the application, the candidate shall prepare a full progress report on the work undertaken. The progress report should typically
   - be 3,000 to 6,000 words in length
   - include brief review and discussion of the work already undertaken;
   - include a statement of the intended further work, including details of the original contribution to knowledge which is likely to emerge.

3 The application should normally be made directly to the School’s Director of Graduate Education and should be concluded no later than 12 months after initial enrolment for full-time candidates or 24 months after enrolment for part-time candidates. When approving the application, the School’s Director of Graduate Education must be satisfied that the candidate has made sufficient progress and
F5.6 Examination of end assessments

1 Subject to the provisions of F5.6.2, the examination for MPhil has two stages: firstly the submission and preliminary assessment of the work submitted for examination and secondly its defence by oral examination. On referral, the requirement for an oral examination is at the discretion of the examiners.

Initial Consideration

2 Where the examiners are of the opinion that the work is so unsatisfactory that no useful purpose would be served by conducting an oral examination, they may recommend that the oral examination is dispensed with and that the candidate be required to complete as a referral, further work with an oral examination. The resubmission must be completed within one year to the satisfaction of all examiners.

3 Following the completion of an examination including an oral defence, the examiners may recommend:

a) that the candidate be awarded the degree;

b) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

i) minor amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within six weeks from the date of the notification of the outcome of the examination;

ii) major amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the
examiners reserve the right to dispense with the requirement for an oral examination;

iv) that the candidate be not awarded the degree.

4 Only one opportunity for referral is permitted.

**Consideration following referral**

5 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

6 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be not awarded the degree.

**F6 The Professional Doctorate award incorporating the MRes award**

**F6.1 The Professional Doctorate award**

1. A Professional Doctorate is awarded to a candidate who, having successfully completed an approved programme of study, and having critically investigated and evaluated an approved topic resulting in an independent and original contribution to knowledge in a relevant professional discipline, and demonstrated an understanding of research methods appropriate to the chosen field, has presented and defended work by oral examination, to the satisfaction of the examiners.

2. The text of the thesis should not normally exceed 50,000 words (excluding ancillary data).

**F6.2 The MRes award**

1. The MRes is an exit qualification awarded to a candidate for a Professional Doctorate who, having successfully completed the compulsory taught element, has presented a thesis to the satisfaction of the examiners. A requirement for an oral defence of the thesis is at the discretion of the examiners.

2. The text of the thesis should not normally exceed 15,000 words (excluding ancillary data).
F6.3 Enrolment periods

6.3.1 Professional Doctorates

The minimum and maximum periods of enrolment, including the taught element, and additional submission pending periods for the award of professional doctorate are as follows:

<table>
<thead>
<tr>
<th>Degree Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>24-36 months</td>
</tr>
<tr>
<td>part-time</td>
<td>48-72 months</td>
</tr>
</tbody>
</table>

6.3.2 The MRes award

The maximum periods of enrolment, and additional submission pending periods, following the successful completion of the compulsory taught element, are as follows:

<table>
<thead>
<tr>
<th>Degree Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>8 months</td>
</tr>
<tr>
<td>part-time</td>
<td>16 months</td>
</tr>
</tbody>
</table>

F6.4 Admission Criteria

F6.4.1 Professional Doctorates (other than EdD)

In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) a Postgraduate Diploma from a UK University or equivalent, in a discipline appropriate to the proposed programme to be followed, and

ii) a recognised professional qualification or equivalent for the title award, and

iii) a minimum of three years’ postgraduate professional experience directly relevant to the named professional doctoral degree for which enrolment is sought.

F6.4.2 Professional Doctorate: EdD

In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) a Master’s degree from a UK University or equivalent, in a discipline appropriate to the proposed programme to be followed

F6.5 Research Support Plan

1 No later than three months after enrolment for full-time students and six months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out
the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.

2 The plan may include registration for a maximum of 60 credits of masters level modules.

F6.6 Progression monitoring

1 The purpose of progression monitoring is to determine the suitability of the student to remain registered on a research award.

2. Failure to complete progression monitoring satisfactorily will lead to a termination of the candidate's registration.

3 Full-time students are required to complete progression monitoring satisfactorily before the end of the first year of study and again before the end of the second year of study.

4 Part-time students are required to complete progression monitoring satisfactorily before the end of the second year of study and again before the end of the fourth year of study.

5 The schedule of progression monitoring will be concurrent with the research element of the programme.

6 Candidates who fail to submit progress reports on the required schedule will be administratively withdrawn, subject to consideration of any extenuating circumstances.

7 Satisfactory completion of progression monitoring is demonstrated by:

i) a progress report completed by the candidate and submitted for assessment by a progression monitoring panel comprising two members that are independent of the student and the supervisory team at least three months before the end of the relevant year of study

ii) satisfactory engagement with the research support plan

iii) the defence of the progress report by oral examination in front of the progression monitoring panel

iv) confirmation by the progression monitoring panel that the candidate is able to proceed to the subsequent year of study.

8 The progress report should typically be equivalent to 3,000 to 6,000 words in length and include:

i) a brief review and discussion of the work already undertaken;

ii) a brief statement of the intended further work, including an indication of the original contribution to knowledge which is likely to emerge.
9 Candidates who fail to complete this process satisfactorily will be referred and required to:

i) resubmit the progress report no later than six weeks from the date of the notification of the outcome of the examination and undertake a further oral examination. On receipt of the resubmitted report, the progression monitoring panel reserves the right to dispense with the requirement for a further oral examination; or,

ii) resubmit the progress report no later than six weeks from the date of the notification of the outcome of the examination, with no requirement to undertake a further oral examination. On receipt of the resubmitted report, the progression monitoring panel reserves the right to require a further oral examination.

10 Candidates may request the presence of one member of the supervisory team at the oral examination, but this person must withdraw prior to the deliberations of the progression monitoring panel on the outcome.

11 Candidates who do not receive permission to proceed following referral will be deemed to have failed and their registration will be withdrawn.

12 A candidate who is enrolled for a Professional Doctorate and who is unable to complete the approved programme of work, may, at any time prior to the submission of the work for examination, apply for the enrolment to be changed to that for the degree of MPhil.

F6.7 Examination of end assessments: MRes

1 For a named MRes award an external examiner(s) may act as examiner for the whole cohort of students within an academic session but may not then return to act as an examiner until one year has elapsed.

2 The examination for MRes comprises: the examination of the taught element and the assessment of the thesis by the examiners. A requirement for an oral defence of the thesis is at the discretion of the examiners.

Initial Consideration

3 Following the completion of the examination including an oral defence where required, the examiners may recommend:

a) that the candidate be awarded the degree with an appropriate classification;

b) that the candidate be awarded the degree with an appropriate classification, subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;
c) that the candidate be required to complete as a referral:

i) minor amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within six weeks from the date of the notification of the outcome of the examination;

ii) major amendments with no requirement for an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with an oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within four months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

iv) further work to be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners will determine if an oral examination is required;

v) that the candidate be not awarded the degree. The examiners may not recommend that a candidate fail outright without holding an oral examination.

4 A distinction, merit or pass will be awarded to a candidate where the University’s relevant minimum criteria for that classification have been met.

5 Only one opportunity for referral is permitted.

Consideration following referral

6 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

7 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be
presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be not awarded the degree.

8 The maximum classification awarded following referral shall be no more than a pass.

F6.8 Examination of end assessments: Professional Doctorate

1 Subject to the provisions of F6.8.2, the examination for Professional Doctorates comprises: the examination of the taught element, the submission and preliminary assessment of the thesis and, where specified, an impact statement and a journal article prepared for publication followed by its defence by oral examination. On referral, the requirement for an oral examination is at the discretion of the examiners. The taught element must be completed subject to the satisfaction of its associated examiners, including at least one external examiner, prior to the submission of the work for examination.

Initial Consideration

2 Where the examiners are of the opinion that the work is so unsatisfactory that no useful purpose would be served by conducting an oral examination, they may recommend that the oral examination is dispensed with and that the candidate be required to complete as a referral, further work with an oral examination. The resubmission must be completed within one year to the satisfaction of all examiners.

3 Following the completion of an examination including an oral defence, the examiners may recommend:

a) that the candidate be awarded the degree;

b) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

i) minor amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within three months from the date of the notification of the outcome of the examination;

ii) major amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all
examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with a further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

iv) a re-write of the submission with a further oral examination. The resubmission must be completed to the satisfaction of all examiners within one year. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

v) amendments to the submission and to re-submit for the award of MPhil with a further oral examination. All amendments must be completed to the satisfaction of the examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

d) that the candidate be not awarded the degree. Any interim award for which the candidate is eligible, based on credits previously achieved as part of the taught element, will be conferred at this point.

4 Only one opportunity for referral is permitted, subject to the provisions of F6.8.6.iii.

Consideration following referral

5 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

6 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;
iii) that the candidate be awarded the degree of MPhil subject to the presentation of the work amended to the satisfaction of all examiners within three months from the date of the notification of the outcome of the examination. Other than in cases where editorial and minor presentational corrections are required, for which a 2 week period of amendment will apply, where the resubmitted work is not to the satisfaction of the examiners the candidate will not be awarded the degree. This outcome is not available where F6.9.3.c)v) has previously been confirmed;

iv) that the candidate be not awarded the degree. Any interim award for which the candidate is eligible, based on credits previously achieved as part of the taught element, will be conferred at this point.

F7 The PhD award

F7.1 The award

1. The PhD is awarded to a candidate who, having critically investigated and evaluated an approved topic resulting in an independent and original contribution to knowledge and demonstrated an understanding of research methods appropriate to the chosen field, has presented and defended the work by oral examination, to the satisfaction of the examiners.

2. The PhD by the publication route is awarded to a candidate who, having submitted works completed before enrolment constituting a coherent programme of research and making a significant contribution to knowledge consistent with the award of a research degree at this level, has presented and defended the work by oral examination, to the satisfaction of examiners. A PhD by the publication route reflects the same academic standards as that which operates for a traditional PhD based upon an approved programme of supervised research.

3. Other than PhD by the publication route, the text of the thesis should not normally exceed the following length (excluding ancillary data):

   in Science and Engineering and Art and Design 40,000 words
   in Arts, Humanities, Social Sciences and Education 80,000 words

4. Where the submission is accompanied by material in other than written form or the research involves creative writing or the preparation of a scholarly edition, the written commentary should normally be a minimum of 10,000 words.

5. A candidate may request permission, in accordance with the published guidelines, to submit work for examination in an alternative format.

F7.2 Enrolment periods

1. The minimum and maximum periods of enrolment, which may be extended in the case of funded research projects, and additional submission pending are as follows:

<table>
<thead>
<tr>
<th>Degree</th>
<th>Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>24-36</td>
<td>up to 12 months</td>
</tr>
<tr>
<td>part-time</td>
<td>48-72</td>
<td>up to 12 months</td>
</tr>
</tbody>
</table>

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PhD by the publication route

<table>
<thead>
<tr>
<th>Degree Duration</th>
<th>Submission pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>full-time</td>
<td>6 months</td>
</tr>
<tr>
<td>part-time</td>
<td>12 months</td>
</tr>
</tbody>
</table>

F7.3 Admission criteria

PhD

1 In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) a Master's degree from a UK University or equivalent, in a discipline appropriate to the proposed programme to be followed, or

ii) an upper second class honours degree from a UK university in a discipline appropriate to that of the proposed programme to be followed, or

iii) appropriate research or professional experience at postgraduate level, which has resulted in published work, written reports or other appropriate evidence of accomplishment.

F7.4 Research Support Plan

F7.4.1 Research Support Plan

1 No later than three months after enrolment for full-time students and six months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.
2 The plan may include registration for a maximum of 60 credits of masters level modules.

F7.4.2 PhD by the publication route
1 No later than one month after enrolment for full-time candidates and two months after enrolment for part-time candidates, the candidate and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of the award.

2 An option to register for study on taught modules in addition to the research award is not available.

F7.5 Progression monitoring
1 The purpose of progression monitoring is to determine the suitability of the student to remain registered on a research award.

2 Failure to complete progression monitoring satisfactorily will lead to a termination of the candidate’s registration.

3 Full-time students are required to complete progression monitoring satisfactorily before the end of the first year of study and again before the end of the second year of study.

4 Part-time students are required to complete progression monitoring satisfactorily before the end of the second year of study and again before the end of the fourth year of study.

5 Candidates who fail to submit progress reports on the required schedule will be administratively withdrawn, subject to consideration of any extenuating circumstances.

6 Satisfactory completion of progression monitoring is demonstrated by:

   i) a progress report completed by the candidate and submitted for assessment by a progression monitoring panel comprising two members that are independent of the student and the supervisory team at least three months before the end of the relevant year of study for full-time candidates and at least six months before the end of the relevant year of study for part-time candidates;

   Where the candidate is a member of staff, the progress report (at both initial consideration and following referral) must also be submitted for assessment to an external examiner, who satisfies the published criteria for appointment.

   The external examiner will complete a written report for consideration by the progression monitoring panel. If deemed necessary by the School or the external examiner, the external examiner may join the progression monitoring oral examination via video link.

   ii) satisfactory engagement with the research support plan;

   iii) the defence of the progress report by oral examination in front of the progression monitoring panel;
iv) Confirmation by the progression monitoring panel that the candidate is able to proceed to the subsequent year of study.

7 The progress report should typically be equivalent to 3,000 to 6,000 words in length and include:

i) a brief review and discussion of the work already undertaken;

ii) a brief statement of the intended further work, including an indication of the original contribution to knowledge which is likely to emerge.

8 **Initial consideration**

Following the completion of the progression monitoring exercise, including an oral defence, the outcomes available are as follows:

a) that the candidate be permitted to progress;

b) that the candidate be referred and required to:

   i) make amendments and resubmit the progress report no later than six weeks (pro rata for part-time candidates) from the date of the notification of the outcome of the examination and undertake a further oral examination. On receipt of the resubmitted report, the progression monitoring panel reserves the right to dispense with the requirement for a further oral examination; or,

   ii) make amendments and resubmit the progress report no later than six weeks (pro rata for part-time candidates) from the date of the notification of the outcome of the examination, with no requirement to undertake a further oral examination. On receipt of the resubmitted report, the progression monitoring panel reserves the right to require a further oral examination; or,

   iii) that the candidate be required to complete further work and submit for the award of MPhil in accordance with F5.2.2.

**Consideration following referral**

9 Where a candidate has been referred, the outcomes available following the completion of the examination, including an oral examination where required, are as follows:

a) that the candidate be permitted to progress;

b) that the candidate be required to complete further work and submit for the award of MPhil in accordance with F5.2.2;

that the candidate not be permitted to proceed.
10 Candidates may request the presence of one member of the supervisory team at the oral examination, but this person must withdraw prior to the deliberations of the progression monitoring panel on the outcome.

11 Candidates who do not receive permission to proceed following referral will be deemed to have failed and their registration will be withdrawn.

12 A candidate who is enrolled for PhD and who is unable to complete the approved programme of work, may, at any time prior to the submission of the work for examination, apply for the enrolment to be changed to that for the degree of MPhil.

F7.6 Examination of end assessments (excluding PhD by the publication route)

1 Subject to the provisions of F7.6.2, the examination for PhD has two stages: firstly the submission and preliminary assessment of the work submitted for examination and secondly its defence by oral examination. On referral, the requirement for an oral examination is at the discretion of the examiners.

Initial Consideration

2 Where the examiners are of the opinion that the work is so unsatisfactory that no useful purpose would be served by conducting an oral examination, they may recommend that the oral examination is dispensed with and that the candidate be required to complete as a referral, further work with an oral examination. The resubmission must be completed within one year to the satisfaction of all examiners.

3 Following the completion of an examination including an oral defence, the examiners may recommend:

a) that the candidate be awarded the degree;

b) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

   i) minor amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within three months from the date of the notification of the outcome of the examination;

   ii) major amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within six months from the date of the notification of the
outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with a further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

iv) a re-write of the submission with a further oral examination. The resubmission must be completed to the satisfaction of all examiners within one year. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

v) amendments to the submission and to re-submit for the award of MPhil with a further oral examination. All amendments must be completed to the satisfaction of the examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination.

vi) that the candidate be not awarded the degree.

4 Only one opportunity for referral is permitted, subject to the provisions of F7.6.6.iii.

Consideration following referral

5 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

6 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be awarded the degree of MPhil subject to the presentation of the work amended to the satisfaction of all examiners within three months from the date of the notification of the outcome of the examination. Other than
in cases where editorial and minor presentational corrections are required, for which a 2 week period of amendment will apply, where the resubmitted work is not to the satisfaction of the examiners the candidate will not be awarded the degree. This outcome is not available where F7.6.3.c)(v) has previously been confirmed;

iv) that the candidate be not awarded the degree.

**F7.7 Examination: PhD by the publication route**

1 For the award of PhD by the publication route, the candidate shall be examined by at least two external examiners and one internal examiner who has undergone University training for the role.

2 The examination for PhD by the publication route has two stages: firstly the submission of the actual publications with a commentary which puts the total work in context and an abstract, and secondly its defence by oral examination. On referral, the requirement for an oral examination is at the discretion of the examiners. A literature survey should be included in the submission and the work must illustrate evidence of contemporary publications. The commentary should normally be in the range of 5,000 to 10,000 words. The submission must be made within one year of enrolment.

3 All candidates shall attend an oral examination.

**Initial Consideration**

4 Following the completion of the examination including an oral defence the examiners may recommend:

a) that the candidate be awarded the degree;

b) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

i) minor amendments to the commentary and/or possible additions to the publications with no further oral examination. All minor amendments must be completed subject to the satisfaction of the internal examiner within three months from the date of the notification of the outcome of the examination;

ii) minor major amendments to the commentary and/or possible additions to the publications with a further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within six months from the date of the notification of the
outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

iii) that the degree be not awarded - no re-submission allowed.

Consideration following referral

5 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

6 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be not awarded the degree.

7 Where the outcome of an examination (either at initial consideration or following referral) is that the candidate should not be awarded the degree, candidates are not permitted to submit a new application within two years from the date of the original examination. A second or subsequent application must include evidence of additional work.

F8 The EntD award

F8.1 The award

1 The EntD is awarded to a candidate who, having critically investigated and evaluated an approved topic resulting in an independent and original contribution to knowledge associated with the development of a new business, social enterprise or service innovation, has presented and defended work by oral examination, to the satisfaction of the examiners.

2 The text of the thesis should not normally exceed the following length (excluding ancillary data):

in Science and Engineering and Art and Design 40,000 words
in Arts, Social Sciences and Education 80,000 words
Where the submission is accompanied by material in other than written form or the research involves creative writing or the preparation of a scholarly edition, the written commentary should normally be a minimum of 10,000 words.

F8.2 Enrolment periods
1 The minimum and maximum periods of enrolment and additional submission pending are as follows:

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<td>part-time</td>
<td>48-72 months</td>
<td>up to 12 months</td>
</tr>
</tbody>
</table>

F8.3 Admissions criteria
In addition to the general criteria, normally the minimum level of attainment required for entry is:

i) a Master’s degree from a UK University or equivalent, in a discipline appropriate to the proposed programme to be followed, or

ii) an upper second class honours degree from a UK university in a discipline appropriate to that of the proposed programme to be followed, or

iii) appropriate research or professional experience at postgraduate level, which has resulted in published work, written reports or other appropriate evidence of accomplishment, or

iv) appropriate knowledge and experience of business planning and business start-up, and/or experience of starting up a new service requiring substantial project and financial planning.

F8.4 Research Support Plan
1 No later than 3 months after enrolment for full-time students and six months after enrolment for part-time students, the student and the supervisor must have documented the student’s proposed research support plan. This plan must set out the programme of related studies necessary for the attainment of competence in research methods and of knowledge related to the subject of the work.

2 The plan may include registration for a maximum of 60 credits of masters level modules.

F8.5 Progression monitoring
1 The purpose of progression monitoring is to determine the suitability of the student to remain registered on a research award.

2 Failure to complete progression monitoring satisfactorily will lead to a termination of the candidate’s registration.

3 Full-time students are required to complete progression monitoring satisfactorily before the end of the first year of study and again before the end of the second year of study.
4 Part-time students are required to complete progression monitoring satisfactorily before the end of the second year of study and again before the end of the fourth year of study.

5 Candidates who fail to submit progress reports on the required schedule will be administratively withdrawn, subject to consideration of any extenuating circumstances.

6 Satisfactory completion of progression monitoring is demonstrated by:
   i) a progress report completed by the candidate and submitted for assessment by a progression monitoring panel comprising two members that are independent of the student and the supervisory team at least three months before the end of the relevant year of study;
   ii) satisfactory engagement with the research support plan;
   iii) the defence of the progress report by oral examination in front of the progression monitoring panel
   iv) confirmation by the progression monitoring panel that the candidate is able to proceed to the subsequent year of study.

7 The progress report should typically be equivalent to 3,000 to 6,000 words in length and include:
   i) a brief review and discussion of the work already undertaken;
   ii) a brief statement of the intended further work, including an indication of the original contribution to knowledge which is likely to emerge.

8 Candidates who fail to complete this process satisfactorily will be referred and required to:
   i) resubmit the progress report no later than six weeks from the date of the notification of the outcome of the examination and undertake a further oral examination. On receipt of the resubmitted work, the progression monitoring panel reserves the right to dispense with the requirement for a further oral examination; or,
   ii) resubmit the progress report no later than six weeks from the date of the notification of the outcome of the examination, with no requirement to undertake a further oral examination. On receipt of the resubmitted work, the progression monitoring panel reserves the right to require a further oral examination.

9 Candidates may request the presence of one member of the supervisory team at the oral examination, but this person must withdraw prior to the deliberations of the progression monitoring panel on the outcome.
10 Candidates who do not receive permission to proceed following referral will be deemed to have failed and their registration will be withdrawn.

F8.6 Examination of end assessments
1 At least one examiner must have appropriate enterprise experience.

2 Subject to the provisions of F8.6.3, the examination for EntD has two stages: firstly the submission and preliminary assessment of the work submitted for examination and secondly its defence by oral examination. On referral, the requirement for an oral examination is at the discretion of the examiners.

Initial Consideration
3 Where the examiners are of the opinion that the work is so unsatisfactory that no useful purpose would be served by conducting an oral examination, they may recommend that the oral examination is dispensed with and that the candidate be required to complete as a referral, further work with an oral examination. The resubmission must be completed within one year to the satisfaction of all examiners.

4 Following the completion of an examination including an oral defence, the examiners may recommend:

a) that the candidate be awarded the degree;

b) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

c) that the candidate be required to complete as a referral:

i) minor amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of the internal examiner within three months from the date of the notification of the outcome of the examination;

ii) major amendments with no further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the examiners reserve the right to require a further oral examination;

iii) major amendments with a further oral examination. The resubmission addressing all amendments must be completed to the satisfaction of all examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted work the
examiners reserve the right to dispense with the requirement for an oral examination;

iv) a re-write of the submission with a further oral examination. The resubmission must be completed to the satisfaction of all examiners within one year. On receipt of the resubmitted work the examiners reserve the right to dispense with the requirement for an oral examination;

v) amendments to the submission and to re-submit for the award of MPhil with a further oral examination. All amendments must be completed to the satisfaction of the examiners within six months from the date of the notification of the outcome of the examination. On receipt of the resubmitted thesis work the examiners reserve the right to dispense with the requirement for an oral examination.

d) that the candidate be not awarded the degree.

4 Only one opportunity for referral is permitted, subject to the provisions of F8.6.6.iii.

Consideration following referral

5 Where a candidate that has been referred to complete minor amendments resubmits work that is not to the satisfaction of the internal examiner, the work must be presented for consideration by all examiners before a recommendation can be made.

6 Where a candidate has been referred, the options available to the examiners following the completion of the examination including an oral defence where required are to recommend:

i) that the candidate be awarded the degree;

ii) that the candidate be awarded the degree subject to the completion of editorial and minor presentational corrections. The revised submission must be presented to the satisfaction of the internal examiner normally within two weeks from the date of the notification of the outcome of the examination. No award will be conferred until the internal examiner is satisfied that all corrections have been made;

iii) that the candidate be awarded the degree of MPhil subject to the presentation of the work amended to the satisfaction of all examiners within three months from the date of the notification of the outcome of the examination. Other than in cases where editorial and minor presentational corrections are required, for which a 2 week period of amendment will apply, where the resubmitted work is not to the satisfaction of the examiners the candidate will not be awarded the degree. This outcome is not available where F8.6.4.c)v) has previously been confirmed;

iv) that the candidate be not awarded the degree.