

Senate: 27 June 2007

Regulations for Higher Doctorates

Person Reporting

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Synopsis

This paper sets out proposed revisions to the regulations for Higher Doctorates, PhD by Published Work and Professional and Engineering Doctorates. Revisions have been made in line with extensive updates to the *Guidance for Higher Doctorates* and *Guidance for PhD by Published Work* documents which have been approved by the Graduate Education Group.

The revisions to the regulations proposed here have been subject to consultation involving the Associate Deans for Graduate Education and Faculty Graduate Administrators. All revisions proposed here have been approved by the Graduate Education Group.

The current ordinances and regulations can be viewed on the University website at
<http://www.campus.manchester.ac.uk/researchoffice/graduate/ordinancesandregulations/>

RECOMMENDATION

Senate is invited to approve the revisions to the Regulations for Higher Doctorates, PhD by Published Work and Professional and Engineering Doctorates.

Effective Date of Introduction

27th June 2007

Revisions to Higher Doctorate regulations

1. Regulation 1ai

CHANGE FROM:

".. of at least four years standing from award of the degree of Bachelor, or three years from award of Master, or two years from award of the degree of Doctor of Philosophy."

TO:

".. of at least seven years standing from award of the degree of Bachelor, or six years from award of Master, or four years from award of the degree of Doctor of Philosophy."

2. Regulation 2a

CHANGE FROM:

"Full details of the preliminary approval process are available from the University Research Office on request."

TO:

"Full details of the preliminary approval process can be found in the document *Guidance for Higher Doctorates*, which is available from the relevant graduate office on request."

3. Regulation 2b

CHANGE FROM:

"If preliminary approval is granted, the University shall appoint an academic advisor to provide guidance to the candidate on the presentation of the published work required for applications for admission to the degree."

TO:

"If preliminary approval is granted, candidates will be invited to submit their work, accompanied by the prescribed fee. Candidates must submit their published work for examination within 12 months of their registration for the degree. The University shall appoint an academic advisor ..."

4. Regulation 2c

DELETE:

"Applications for admission to the degree shall be made in writing to the University at least three months prior to the submission being made, accompanied by the prescribed fee and three sets of the following documents:

- i. copies of each of the publications and other material which the candidate wishes to be taken into consideration;
- ii. a statement containing:
 - A. particulars of the candidate's degrees, other qualifications and research experience, including all particulars required to establish eligibility under these regulations;
 - B. a complete and numbered list of the publications submitted (grouped according to subject and type);
 - C. an overall summary of the aims and achievement of the work, for which the publications submitted give evidence, which is expected to run to some 20 or 30 pages or more, and to include reference to the work of others in the candidate's field. This critical appraisal of the work should provide a brief guide to the nature, extent and importance of the publications submitted and explain how the work has progressed and developed during the years the candidate has been engaged in it;
 - D. a declaration of the nature and extent of the candidate's own contribution and the contribution of co-authors and other collaborators to each of the publications presented;
 - E. a declaration of what proportion of the work presented has been completed whilst the candidate has been a member of staff of this University;
 - F. a declaration whether any (and if so, which) of the work presented has been submitted in support of a successful or pending application for any other degree or qualification of this or any other University or of any professional or learned body."

ADD:

"Candidates should give at least three months' written notice of their intention to submit their higher doctorate for examination. *Notice of Submission Forms* are available from the relevant graduate office."

and ADD NEW SECTION:

- "3. Submission
- a. The thesis shall comprise the following items presented in the order given:
 - iii. Title page
 - iv. Contents list
 - v. Abstract
 - vi. Declaration
 - vii. Copyright statement
 - viii. Statement
 - ix. Copies of each of the publications in its published form
 - b. Full details of the requirements for the format of the thesis can be found in the *Guidance for Higher Doctorates*, which is available from the appropriate graduate office."

5. Regulation 2d

DELETE:

"The submission shall be permanently bound. The binding should be embossed with the applicant's name, the year of presentation and the title of the higher doctorate for which it is being submitted. All of the papers must be presented in A4 format, which may involve copying some or all of the papers for which the original format is other than A4. Items which cannot be included in a bound volume may be submitted separately; three clearly identified copies of such items must be submitted."

ADD:

Regulation 3c:

"The thesis shall be permanently bound and three copies must be submitted. The binding should be embossed with the applicant's name, the year of presentation and the title of the higher doctorate for which it is being submitted. Items which cannot be included in a bound volume may be submitted separately; three clearly identified copies of such items must also be submitted."

6. Regulation 3a

DELETE:

"The candidate's submission shall be sent to not fewer than two External Examiners, at least one of whom shall be from an overseas university."

ADD:

Regulation 4a

"The candidate's thesis shall be sent to not fewer than two External Examiners, one of whom should, where possible, be from an overseas university."

Revisions to PhD by published work regulations

7. Regulation 2

DELETE:

"Applications for admission to the degree shall be made in writing to the University at least three months prior to the submission being made. Notes for Guidance on submission and examination procedures are available from the Research Office."

ADD:

"Members of staff wishing to apply for a PhD by published work are required to obtain approval from the appropriate School or Faculty. The purpose of this is to ensure that they are eligible to apply for the degree and can present appropriate published material in a suitable manner, before preparing their formal submission. Details of the application procedure can be found in the document *Guidance for the PhD by Published Work.*"

8. Regulation 6

CHANGE:

"An academic advisor shall be appointed to provide guidance to the candidate on the presentation of the published work. The academic advisor shall be a senior member of the academic staff of the University who is familiar both with the standard required and with the candidate's field of work."

TO:

"If the application is approved, an academic advisor shall be appointed to provide guidance to the candidate on the presentation of the published work. The academic advisor shall be a senior member of the academic staff of the University who is familiar both with the standard required and with the candidate's field of work. Applicants must submit their thesis within 12 months of registering for the degree."

9. Regulation 8

DELETE:

- 1.** "Submissions for the degree shall consist of two sets of the following documents:

- a.** copies of each of the publications and other material which the candidate desires to be taken into consideration;
- b.** a statement containing:
 - i.** particulars of the candidate's degrees, other qualifications and research experience, including all particulars required to establish eligibility under Regulation 1;
 - ii.** a complete list and copy of the publications submitted;
 - iii.** an overall summary of the aims and achievement of the work, for which the publications submitted give evidence, which is expected to be approximately 5000 to 6000 words in length and include reference to the work of others in the candidate's field. This critical appraisal of the work should provide a guide to the nature, extent and importance of the publications submitted and explain the coherence of the work and how it has progressed and developed during the years the candidate has been engaged in it;
 - iv.** a declaration of the nature and extent of the candidate's own contribution, and the contribution of co-authors and other collaborators, to each of the publications presented;

- v. a declaration of what proportion of the work presented has been completed whilst the candidate has been a member of staff of this University;
- vi. a declaration whether any (and if so, which parts) of the work presented has been submitted in support of a successful or pending application for any other degree or qualification of this or any other University or of any professional or learned body."

ADD:

"The thesis shall comprise the following items presented in the order given:

- i. Title page
- ii. Contents list
- iii. Abstract
- iv. Declaration
- v. Copyright statement
- vi. Statement
- vii. Copies of each of the publications in its published form."

10. Regulation 9

INSERT NEW SECTION:

"Two copies of the thesis and any additional material must be submitted. Full details of the requirements for the format and binding of the thesis can be found in the document *Guidance for the PhD by Published Work*, which is available from the appropriate graduate office."

11. Regulation 10 (previously Regulation 9)

CHANGE:

"there will be no internal examiner."

TO:

"there will normally be no internal examiner."

12. Regulation 12 (previously Regulation 11)

CHANGE:

"The examiners will recommend that the degree be awarded or not, or recommend resubmission of the candidate's supporting statement."

TO:

"The examiners will recommend that the degree be awarded or not, or recommend minor corrections be made to the candidate's supporting statement."

Revisions to Professional and Engineering Doctorate regulations

13. Change the title of the ordinances and regulations throughout:

CHANGE FROM:

Professional and Engineering Doctorate Degrees

TO

Professional, Engineering and Enterprise Doctorate Degrees

14. Ordinance 1

ADD

Doctor of Enterprise (EntD)

15. Regulation 1b

CHANGE FROM:

Applicants may be admitted as a part-time student for a Professional or Engineering degree (except for the Doctor of Engineering)

TO

Applicants may be admitted as a part-time student for a Professional Doctorate degree (not for the Doctor of Engineering or Doctor of Enterprise)

16. Regulation 1d vi

ADD

Doctor of Enterprise (EntD)

17. Regulation 2b

ADD

vi. Doctor of Enterprise (EntD)

Academic supervisors in subject and enterprise

18. Regulation 3b

CHANGE FROM:

The Doctor of Engineering degree is available on a full-time basis only.

TO:

The Doctor of Engineering and the Doctor of Enterprise degree are available on a full-time basis only.

19. Regulation 11c

CHANGE FROM:

Permission will only be granted up to one year before the end of the Professional, Engineering or Enterprise Doctorate degree for full time students, and 2 years before the end of the Professional or Engineering Doctorate degree for part time students.

CHANGE TO:

Permission will only be granted up to one year before the end of the Professional, Engineering or Enterprise Doctorate degree for full time students, and 2 years before the end of the Professional Doctorate degree for part time students.

20. Regulation 12

ADD

b. Students can only register for an Enterprise Doctorate in September.

21. Regulation 13c

ADD

EntD