

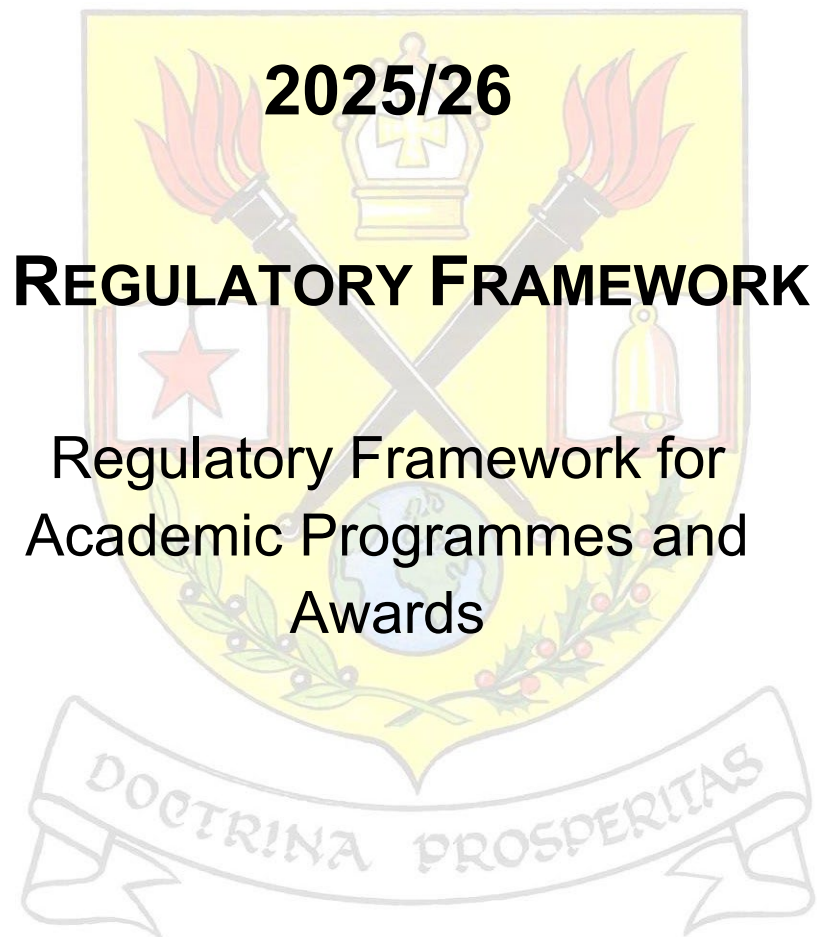


UNIVERSITY OF THE
WEST *of* SCOTLAND
UWS

University
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Regulatory Framework

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Chapter 4: Research Degrees

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Chapter 4: Research Degrees

General Requirements

- 4.1 The degree of Master of Research (MRes), Master of Philosophy (MPhil), Doctor of Philosophy (PhD), Doctor of Business Administration (DBA), Professional Doctorate (DProf) or Engineering Doctorate (EngD) is awarded to research degree students on successful completion of a programme of supervised research.

Qualification Descriptors and Learning Outcomes

- 4.2 A Master of Research (MRes SCQF Level 11) is a research degree with a key emphasis on preparing and training students to conduct independent research at an advanced Level. The learning outcomes are:
- Advanced research skills and knowledge including understanding of methods, data analysis techniques and research ethics.
 - Ability to conduct independent research, which may use established frameworks and methodologies.
 - Originality in the application of knowledge, although research may not necessarily lead to an original contribution to the field of study.
 - Critical evaluation of existing knowledge and methodologies.
- 4.3 A Master of Philosophy (MPhil SCQF Level 12) is a research degree with an emphasis on conducting a substantial research project with a depth of understanding and analysis. The learning outcomes are:
- Advanced understanding of a specialist area of knowledge.
 - Ability to conceptualise, plan and conduct independent, original research which may be within established frameworks or methodologies.
 - Critical evaluation of existing knowledge and methodologies.
 - Some contribution to the field, but not necessarily novel.
- 4.4 A Doctor of Philosophy (PhD SCQF Level 12) is a research degree which involves a substantial independent research project leading to the creation of new knowledge and making an original contribution to the field of study. The learning outcomes are:
- Creation of new knowledge or advancement in the field.
 - Ability to conceptualise, plan and conduct independent, original research and apply advanced research techniques and methodologies.
 - Original contribution to the discipline.
 - Ability to theoretically and practically challenge existing knowledge.
 - Development of research leadership and the ability to uphold high professional standards in relation to research integrity and ethics.

Programmes of Supervised Research

- 4.5 Proposed programmes of supervised research are capable of leading to scholarly outputs and assessment by appropriate examiners. The approval of an application for a research degree is based on consideration of the following points.
- The suitability of the applicant to carry out research, including the applicant's qualifications.

- The viability of the proposed programme of supervised research.
 - The appropriateness of the proposed supervision arrangements.
 - The availability of the facilities and resources to support the proposed supervised research.
- 4.6 A proposal to carry out a programme of supervised research may be based on the preparation of a scholarly edition of a text or texts, musical or choreographic work, or other original artefacts. Where the proposed programme of supervised research includes the applicant's own creative work, the application is expected to propose the intended form of the final submission and examination.
- 4.7 Large projects may provide the opportunity for multiple programmes of supervised research. For such programmes, each proposal clearly states how the proposed research is distinguishable from other proposed programmes and the specific contribution to the large project.
- 4.8 Where the proposed programme of supervised research forms part of a funded project, the terms of the funding must be consistent with the Regulatory Framework of the University and the requirements for the award.
- 4.9 Students on research degree programmes are permitted to register for another programme of study concurrently subject to approval by the Doctoral College Review Board, provided that either the research degree registration or the other programme of study is in the part-time mode and that the dual registration does not slow down the progress of the programme of supervised research.

Application and Registration

- 4.10 Students are registered for one of the following programmes of study.
- Master of Research (MRes)
 - Master of Philosophy (MPhil)
 - Master of Philosophy (MPhil) with the intention of transferring to Doctor of Philosophy (PhD) (MPhil/PhD)
 - Doctor of Philosophy (PhD) by publication
 - Doctor of Business Administration (DBA)
 - Professional Doctorate (DProf)
 - Engineering Doctorate (EngD).
- 4.11 Applicants for registration for the degrees of MRes, MPhil, and MPhil/PhD are required to hold a first-class or second-class Honours degree from a UK university, or equivalent qualification.
- 4.12 Applicants with equivalent qualifications are expected to provide the names of two referees who can confirm the applicant's suitability to carry out the proposed programme of supervised research. Applicants are also expected to provide evidence of ability and relevant background knowledge such as details of professional experience, publications and written reports.

- 4.13 A person who holds an appropriate Masters degree from a UK university or equivalent, and is in appropriate professional employment or equivalent, may be eligible for direct registration for the degree of DBA, EngD, or DProf.

PhD by Publication

- 4.14 The University offers a route of PhD by publication whereby candidates submit a portfolio of retrospective work.
- 4.15 A candidate pursuing the PhD by Publication route must be a member of staff of the University at the date of application.
- 4.16 For PhD by Publication, the thesis submitted is based on material published not more than ten years prior to the date of registration.
- 4.17 Applications for PhD by Publication are approved by the Chair of the Doctoral College Board.
- 4.18 Permission to register is not normally granted to candidates who already have obtained a PhD or other doctoral qualification.
- 4.19 For PhD by Publication, the application consists of the following:
- a list of the publications or creative outputs (minimum of four) on which the proposed thesis will be based; and
 - a statement of where and when the work was carried out.
- For publications with multiple authors, a statement of the contribution of the candidate to the publications must be included.

Language Requirements

- 4.20 Applicants for research degrees are required to satisfy the University of their competence in the English language. The minimum requirement is an overall IELTS score of 6.5 or above with a minimum of 6.0 in each component, or equivalent.
- 4.21 For the award of a research degree, the thesis submitted is normally written in English and the oral examination must be conducted in English. Any publications submitted as part of the thesis must be in English.
- 4.22 When the subject matter of the research involves languages and related studies, it may be preferred to write the thesis in a language other than English. In such cases, permission from the Chair of the Doctoral College Board is required. The student's transcript records the language of the thesis. The abstract must be written in English.
- 4.23 Permission from the Chair of the Doctoral College Board to present the thesis in a language other than English is requested in the application for registration.

Modes of Study

- 4.24 Students are registered on research degrees on a full-time or part-time basis. Full-time and part-time status applies until the point of submission of the thesis.
- 4.25 It is possible to move between full-time and part-time registration (see Regulation 4.34), at any point before the final year of the normal period of registration. Changes to registration status are implemented with immediate effect, and relevant fee changes are implemented at the beginning of the next year of study. The period of registration is calculated on a pro-rata basis.
- 4.26 A person proposing to carry out a programme of supervised research outwith the University may be registered as a research degree student on a distance mode if:
- there is satisfactory evidence that the facilities available to the applicant within and outwith the University meet the University's requirements; and
 - the arrangements for supervision enable frequent and substantial contact between the student and the supervisor(s) based in the University.

Periods of Registration

- 4.27 The normal and maximum periods of registration for research degree students are as follows.

Registration		normal	maximum
MRes	Full Time	12 months	24 months
	Part Time	24 months	48 months
MPhil	Full Time	24 months	36 months
	Part Time	48 months	72 months
MPhil/PhD	Full Time	36 months	48 months
	Part Time	72 months	96 months
PhD by publication	Part time	12 months	24 months
*DBA	Full Time	24 months	36 months
	Part Time	48 months	72 months
*DProf	Part time	48 months	72 months
*EngD	Part time	48 months	72 months

**These programmes contain a taught element. The periods listed above refer to the research phase only.*

- 4.28 It may be possible to complete a research degree programme in less time than the normal period of registration. The minimum period is two-thirds of the normal period of registration.
- 4.29 A student is allowed to apply for an extension to the normal period of registration, justifying their request on academic grounds, but is not allowed to be registered for longer than the maximum period of registration. Students are able to apply for one or more periods of extension up to the maximum periods of registration stated in Regulation 4.27.

- 4.30 A student registered for a research degree is allowed to request an Authorised Interruption of Study, for a period of up to 12 months. The student is entitled to be readmitted following a period of interruption, to complete the requirements for the award. A period of Authorised Interruption of Study is not included in the period of registration.
- 4.31 Changes to registration, including Authorised Interruption of Study, extension to period of registration, change of mode of study, and change of supervision arrangements, must be approved by a member of the supervisory team, the Dean of School (or nominee), and the Chair of Doctoral College Board (or nominee).
- 4.32 Exceptionally, if an applicant has previously carried out research as a registered research-degree student, a shorter period of registration than that required by Regulation 4.27, may be approved by the Chair of Doctoral College Board. The approved period takes account of all, or part of the time already spent on the research.
- 4.33 Where an MPhil/PhD student who has successfully completed transfer to PhD (see Regulation 4.54) subsequently decides to submit the thesis for the award of MPhil and has exceeded the maximum period of registration for MPhil registration (see Regulation 4.27), the Doctoral College Review Board may approve a six-month extension to the maximum period of registration.
- 4.34 The Doctoral College Board must be notified of any change in the programme of supervised research being carried out by a registered research degree student.

Confidentiality

- 4.35 Where there is a need for confidentiality in relation to the programme of supervised research or the thesis, approval must be sought for an agreed period of confidentiality from the Chair of the Doctoral College Board.

Supervision

- 4.37 Each student has a supervisory team of two or three supervisors. One member of the team is designated as Lead Supervisor. Supervision meetings are held at least once per month for full-time students and once every two months for part-time students. Students are responsible for arranging supervision meetings.
- 4.38 The supervisory team includes members with:
- a research degree of the same Level or higher than, the degree being supervised;
 - experience of supervision of at least one research student to successful completion at a UK university;
 - experience of research-degree supervision at the University;
 - specialist knowledge of the research area.
- 4.39 The supervisory team as a whole needs to cover the expectations in Regulation 4.38, but individual supervisors do not need to cover all points.

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- 4.40 For PhD by Publication, in place of a supervisory team, an Advisor is appointed to support the candidate. The Advisor is a member of academic staff with PhD experience.
- 4.41 It is the responsibility of the Dean of School or nominee to approve the allocation of the supervisory team.
- 4.42 In addition to academic staff of the University, the supervisory team may include members who are not employed by the University such as former members of staff, emeritus professors, honorary or visiting appointees (staff from other academic institutions), and recognised supervisors, who are active in research in the field of study.
- 4.43 In addition to the supervisors, one or more advisors may be appointed to contribute particular specialist knowledge or a link with an external organisation.
- 4.44 Changes to the supervisory arrangements are approved by the Dean or nominee.

Progress and Transfer

- 4.45 Students are required to complete progress reports as outlined in the Doctoral College Code of Practice. Timely completion of milestones is monitored by Doctoral College Review Boards.
- 4.46 A full-time student is required to spend on average, 35 hours per week on the programme of supervised research.
- 4.47 A part-time student is required to spend on average 18 hours per week on the programme of supervised research.
- 4.48 Distance learning students are expected to visit the University at least once a year for a period of in-person supervision.
- 4.49 Students are allocated an independent Assessor. The Assessor is appointed for the duration of the programme and assesses the student's progress and the transfer of registration from MPhil to PhD.
- 4.50 The Assessor is not a member of the supervisory team and may not be appointed as the Internal Examiner (see Regulation 4.96). An Assessor must have at least 12 months' experience of research-degree supervision before being appointed.
- 4.51 Students must submit progress reports as required by their programme of study. Students who fail to complete timely or satisfactory progress reports may risk their continued registration.
- 4.52 For DBA and DProf students, the School Board of Examiners recommends progression from the taught component to the research component after consideration of module performance.

- 4.53 The Doctoral College Review Board may recommend withdrawal of a student on the basis of unsatisfactory progress. The withdrawal must be approved by the Chair of the Doctoral College Board.

The Transfer Event

- 4.54 The Transfer Event is the milestone where an MPhil/PhD student transfers to registration as a PhD candidate. Passing the Transfer Event indicates that the work is likely to lead to an original contribution to knowledge corresponding to with the award of PhD (see Regulation 4.4).
- 4.55 The Transfer Event is carried out between 12 and 18 months for full-time students or 24 and 36 months for part-time students.
- 4.56 The Transfer Event consists of the assessment of the Transfer Report and an oral presentation. The assessment is conducted by the Assessor.
- 4.57 At the Transfer Event the Assessor must be satisfied that that the programme of supervised research is at doctoral Level.
- 4.58 The outcome of the Transfer Event is:
- transfer of registration to PhD; or
 - a second and final Transfer Event within three months; or
 - change to MPhil registration; or
 - termination of registration.

The Thesis

- 4.59 The thesis must be submitted by the student before the end of the normal period of registration, unless an extension to the thesis submission deadline is approved. Any extension must be within the maximum period of registration (see Regulation 4.27).
- 4.60 Alternative thesis formats may include a thesis involving traditional peer-reviewed publications or a portfolio involving creative outputs. Creative work, which forms part of the submission must be clearly presented in relation to the written content and set in its relevant context.
- 4.61 The thesis submitted for examination is checked by the Doctoral College, using the University's plagiarism-detection software, and the similarity report is shared with the examiners.
- 4.62 An abstract of approximately 300 words in length is included in the thesis (see Appendix to Chapter 4 for guidance on the format of the thesis).
- 4.63 The thesis must include appropriate referencing.
- 4.64 The thesis must include a declaration by the candidate that the work has not been submitted for another comparable academic award.
- 4.65 Where the research is part of a collaborative project, the thesis must define the candidate's individual contribution.

- 4.66 Where the work presented in the thesis has been published by the candidate, any publications must be referenced in the thesis.
- 4.67 The length of the thesis in science, technology, engineering and mathematics excluding any ancillary data, is normally within the following range.
- MRes 15,000 - 18,000 words
 - MPhil 20,000 - 25,000 words
 - PhD 40,000 - 60,000 words
- 4.68 The length of the thesis in all other disciplines, excluding any ancillary data, is normally within the following range.
- MRes 18,000 - 22,000 words
 - MPhil 40,000 - 45,000 words
 - PhD 75,000 - 85,000 words
 - DBA 55,000 - 65,000 words
- The length of a thesis that includes creative work is normally within the range of 20,000 to 40,000 words.
- 4.69 For the degree of DProf or EngD, the submission consists of a thesis or a report and portfolio. The length of the thesis is normally within the range of 50,000 to 60,000 words. The length of the report is normally within the range of 10,000 and 20,000 words. The report must show how the portfolio submitted forms a contribution to the creation and interpretation of new knowledge and must be set in the context of current understanding in the field.
- 4.70 Once the thesis is submitted for examination, changes are not permitted unless required by an examiner.
- 4.71 Any unauthorised changes in the thesis either before or after the examination may render the examination null and void.
- 4.72 Submission of the thesis is normally agreed with the supervisory team. Where there is no agreement, the candidate is allowed to submit the thesis against the advice of the supervisory team.

PhD by Publication - Thesis

- 4.73 The thesis submitted for PhD by Publication must comprise of a substantial and coherent body of work equivalent to three years of full-time study. The body of work is expected to make a significant and original contribution to knowledge corresponding to the award of PhD.
- 4.74 The thesis submitted for PhD by publication must consist of:
- all items of work on which the submission is based,
 - an extended narrative of between 10,000 and 25,000 words that brings the publications into context and highlights the original contribution to knowledge. The extended narrative may be divided into chapters as appropriate (see separate guidance on PhDs by publication for more detailed information),

- where jointly authored works are included a declaration must be attached indicating the role of the candidate and where possible this statement should be endorsed by co-authors,
- an abstract of approximately 300 words.

The total submission should not normally exceed 100,000 words.

Examination Procedures

- 4.75 The examination for MPhil, PhD, DProf, DBA and EngD is in two stages:
- scrutiny of the thesis;
 - an oral examination (often referred to as a viva) or approved alternative.
- 4.76 The examination for MRes is normally by thesis only.
- 4.77 Exceptionally, examiners for the award of the degree of MRes may recommend that an oral examination is held. In this case, the Internal Examiner informs the University of the recommendation to hold an oral examination and the reasons for this recommendation.
- 4.78 No examination of a research degree thesis is held until the arrangements, including the appointment of examiners and non-examining Chair have been approved in accordance with these regulations.
- 4.79 It is the responsibility of the Lead Supervisor to propose the examiners for approval at least three months before the expected submission date.
- 4.80 The Lead Supervisor is responsible for ensuring that the student, the non-examining Chair and the examiners are informed of the date of the oral examination. The Doctoral College sends each examiner a copy of the thesis and the University's Regulations and procedures, and ensures that all the examiners are fully briefed on their duties and responsibilities.
- 4.81 A non-examining Chair is appointed by the School. The non-examining Chair is required to:
- approve the format and location of the oral examination;
 - ensure that the oral examination is conducted in a fair manner and is of a reasonable duration;
 - assist the examiners to reach a consensus;
 - ensure that the Joint Examiners' Report, the Preliminary Examiner's Reports and the non-examining Chair's report are submitted to the Doctoral College within three working days of the oral examination.
- 4.92 The non-examining Chair is an academic member of staff or Emeritus Professor with knowledge of the University's Regulatory Framework and:
- is an active researcher with experience of examining research students;
 - is independent of the student's work;
 - has completed UWS research-degree non-examining Chair training.

- 4.93 Either the non-examining Chair or the Internal Examiner must be a current member of academic staff of the University.

Examiners

- 4.94 Research degree students are examined by at least two, but normally not more than three examiners.
- 4.95 The team of examiners must include at least one Internal Examiner and at least one External Examiner. The composition of the team must cover the breadth of experience, knowledge and skills required. In relation to practice-based studies, at least one of the examiners must be experienced in examining such studies.
- 4.96 An Internal Examiner must not be (or have been) a member of the student's supervisory team or the Assessor. The Internal Examiner must be a member of academic staff of the University or an Emeritus Professor. Where the Internal Examiner has no previous experience in the examination of research degrees, an additional Internal Examiner must be appointed.
- 4.97 Where the candidate is a member of permanent staff of the University, a second External Examiner must be appointed. A second External Examiner is not required for a student employed by the University on a fixed-term contract.
- 4.98 Where the External Examiner is inexperienced in the examination of research degrees, an additional External Examiner must be appointed.
- 4.99 Recognised Teachers of the University (RTUs) and Recognised Supervisor of the University (RSUs) may not be appointed as Internal or External Examiners.
- 4.100 To ensure independence, External Examiners must:
- be independent of the University or any establishment which holds a formal partnership agreement with the University;
 - not have been the candidate's supervisor or advisor;
 - not be a supervisor of another candidate in the School during the academic year of the examination;
 - not be an External Examiner on a taught programme in the School during the academic year of the examination;
 - not have been a member of staff of the University during the past three years; and
 - not have acted as an External Examiner of research degree candidates in the School within the previous 12 months.
- 4.101 All examiners and the independent non-examining chairs must have experience of supervision of doctoral students.
- 4.102 For PhD by Publication, the thesis is examined by at least two External Examiners. An Internal Examiner may also be appointed. Co-authors or Advisors are not eligible to be appointed as examiners.

Examination of the Thesis

- 4.103 Each examiner must scrutinise the thesis and submit a Preliminary Examiner's Report to the independent non-examining Chair (see Regulations 4.76-4.77 for MRes).
- 4.104 A candidate submitting a thesis for examination has the right to defend the work in an oral examination. In the case of a suspected breach of academic integrity, the investigation must be concluded before an oral examination is held (see Student Academic Integrity Procedure).
- 4.105 Submission of the thesis is considered as agreement that the work proceeds to examination.

Oral Examination

- 4.106 The oral examination may be held on-campus, online, or a combination of on-campus and online (hybrid). The non-examining Chair can only be online if all other participants are online.
- 4.107 Exceptionally, an in-person oral examination may be held off-campus, with the approval of the Chair of the Doctoral College Board or nominee.
- 4.108 At the student's request, one member of the supervisory team may attend the oral examination as a non-participatory observer. The member of the supervisory team must leave prior to the deliberations of the examiners.
- 4.109 An alternative form of examination may be approved by the Chair of the Doctoral College Board in cases where a student is not able to take part in an oral examination due to disability or other valid reason.
- 4.110 By attending the oral examination, the student is confirming that they are 'fit to sit' the examination and that the outcome of the examination should stand. If a student is not in a position to attend the oral examination they should complete an Extenuating Circumstances Submission (ECS) prior to the start of the planned examination.
- 4.111 An Extenuating Circumstances Submission is not acceptable after the oral examination.
- 4.112 If the non-examining Chair, the student, or the examiners report misconduct or that the examination has not complied with University Regulations, the Chair of the Doctoral College Board may declare the examination null and void. The Chair of the Doctoral College Board decides the arrangements for any rescheduled examination, including whether new examiners and/or independent non-examining Chair are appointed.
- 4.113 The student must not be involved in the arrangement of the examination and must have no contact with the External Examiner(s) between their appointment and the date of the oral examination.

- 4.114 Following completion of the scrutiny of the thesis and oral examination of the candidate, the possible recommendations of the examiners are listed below.

Outcomes Following First Examination

Unconditional pass - the candidate is granted the degree for which they have been examined.
Pass with minor corrections - the candidate is granted the degree for which they have been examined, subject to minor corrections being made to the thesis within three months.
Pass with major corrections - the candidate is granted the degree for which they have been examined, subject to major corrections being made to the thesis within six months. (<i>Exceptionally, examiners may agree to a 12-month correction period where the candidate would be unable to complete their corrections within six months</i>).
Re-examination oral only - the thesis is satisfactory, but the candidate must undergo a second oral examination within two months. This is deemed to be part of the first examination of the candidate.
Re-submit thesis with oral examination - the thesis must be re-submitted, and the candidate must undergo a second oral examination within 12 months.
Fail - the candidate is not granted the degree for which they have been examined and is not permitted to be re-examined.
<p>Change of award</p> <p>In the case of examination for the degree of PhD, the candidate is granted the degree of MPhil subject to the presentation of the thesis being amended to the satisfaction of the examiners. Minor corrections to be made within three months and major corrections within six months.</p> <p>In the case of an examination for the degree of MPhil there is no opportunity for change of award.</p> <p>In the case of an examination for the degree of DBA the candidate is granted an award as outlined in the approved Programme Specification.</p> <p>In the case of an examination for the degree of DProf the candidate is granted the degree of MSc subject to the presentation of the thesis being amended to the satisfaction of the examiners. Minor corrections to be made within three months and major corrections within six months.</p>

Outcomes Following Re-examination

One re-examination may be permitted, subject to the Joint Examiners Report from the first attempt providing the candidate with written guidance on the deficiencies of the first submission.

Unconditional pass - the candidate is granted the degree for which they have been examined.

Pass with minor corrections - the candidate is granted the degree for which they have been examined, subject to minor corrections being made to the thesis within three months.

Fail - the candidate is not granted the degree for which they have been examined and is not permitted to be re-examined.

Where the examiners agree that the resubmitted thesis is fundamentally deficient, they may recommend to the Chair of the Doctoral College Board that this decision is made without a second oral examination, on the grounds that such an examination would serve no purpose.

Change of award

In the case of an examination for the degree of PhD, the candidate is granted the degree of MPhil subject to the presentation of the thesis being amended to the satisfaction of the examiners. Minor corrections to be made within three months and major corrections within six months.

In the case of an examination for the degree of DProf the candidate is granted the degree of MSc subject to the presentation of the thesis being amended to the satisfaction of the examiners. Minor corrections to be made within three months and major corrections within six months.

In the case of an examination for the degree of DBA the candidate is granted an award as outlined in the approved Programme Specification.

Outcomes for PhD by Publication

At the conclusion of the examination the examiners may recommend to the Chair of the Doctoral College Board that:

- the degree of PhD is granted;
- the degree of PhD is granted subject to corrections to the extended narrative part of the thesis within three months;
- the degree is not granted.

There is no opportunity for re-examination.

Outcomes for MRes

Unconditional pass - the candidate is granted the degree for which they have been examined.
Pass with minor corrections - the candidate is granted the degree for which they have been examined, subject to minor corrections being made to the thesis within one month
Pass with major corrections - the candidate is granted the degree for which they have been examined, subject to major corrections being made to the thesis within three months
Fail - the candidate is not granted the degree for which they have been examined and is not permitted to be re-examined. There is no recommendation for Change of Award
There is no opportunity for re-examination.

Post-examination Corrections and Final Submission

- 4.115 The examiners indicate the outcome of the examination verbally to the candidate at the completion of the oral examination, but make it clear to the candidate that the final decision rests with the University.
- 4.116 Following the oral examination, the examiners submit a Joint Examiners' Report to the non-examining Chair within three days.
- 4.117 Where examiners are not in agreement, they must submit separate reports to the non-examining Chair.
- 4.118 Where the examiners are not unanimous in their recommendations, the University may:
- accept a majority recommendation provided that the majority recommendation is made by at least one external examiner; or
 - accept the recommendation of the external examiner(s); or
 - appoint an additional external examiner.
- 4.119 An additional External Examiner appointed in accordance with Regulation 4.118 above prepares an independent report on the thesis and, if considered necessary, conducts a further oral examination. That examiner is not informed of the recommendations of the other examiners.
- 4.120 Normally, the examiners from the first examination conduct the re-examination. However, at its discretion, the University may appoint new or additional examiners for the re-examination.
- 4.121 Where a thesis is resubmitted and examiners are not satisfied, a deadline of six weeks maximum is granted to complete outstanding corrections. The examiners are not entitled to request additional corrections.

- 4.122 Candidates who do not submit the corrected thesis by the deadline set by the Doctoral College may be withdrawn. Exceptionally, the Chair of the Doctoral College Board (or nominee) may approve an extension to the resubmission deadline.

Posthumous Awards

- 4.123 Any degree listed in Regulation 4.1 may be granted posthumously on the basis of a thesis completed by a candidate and submitted, or which is ready for submission, and evidence suggests that the candidate would have been successful at the oral examination.

Procedural and Other Irregularities

- 4.124 Where there is evidence of procedural or other irregularity in the conduct of the examination, the Chair of the Doctoral College Board may declare the examination invalid and may appoint new examiners, if necessary.

Copy of the Thesis and Copyright

- 4.125 Following the recommendation of the award by the examiners, an electronic copy of the thesis must be submitted to the Doctoral College for upload to the University's online repository and in the case of a thesis submitted for the degree of DBA, DProf, EngD or PhD, to an open access online repository for doctoral research.
- 4.126 Where an application for a thesis to remain confidential has been approved, the thesis is only retained by the Doctoral College, with access restricted to those directly involved in the research until the expiry of the period of confidentiality. The thesis is not submitted to the libraries of the University or of any collaborating establishment(s).
- 4.127 Each copy of the thesis remains the property of the University, but the copyright of the thesis belongs to the candidate.

Appendix 1: Guidance on the Format of the Thesis

The format of a thesis submitted in partial fulfilment of the University's requirements for the award of the degree of MRes, DBA, DProf, EngD, MPhil or PhD conforms with the following, with reference to the British Standards Institution's Specification BS 4821 (1990):

- the thesis is in A4 format; approval may be given for a thesis to be submitted in another format if it is established that the contents will be better accommodated in that format;
- the electronic copy of the thesis is submitted as one complete file, including any appendices and supplementary material, in PDF format;
- all margins not less than 15 mm;
- 2.0 or 1.5 line spacing used in the formatting except for indented quotations or footnotes where single spacing may be used;
- pages are numbered consecutively in the main text including photographs, figures or tables included as whole pages;
- the title page must give the following information, presented as specified by the University:
 - the full title of the thesis;
 - the full name of the author;
 - the degree for which the thesis is submitted in partial fulfilment of its requirements;
 - that the degree is granted by the University;
 - the name(s) of any collaborating establishment(s); and
 - the month and year of first submission to the Doctoral College, unless there is a substantial delay before the final submission (more than twelve months) when the date of the final submission shall be the accepted date.
- An example title page is appended to these Regulations.

[Example thesis title page]

A POLITICAL-ECONOMY OF SAFETY AND HEALTH IN THE
BRITISH CONSTRUCTION INDUSTRY WITH SPECIAL
REFERENCE TO FATAL INJURIES IN THE WEST OF
SCOTLAND

ERIK WILLIAM HUGH SUTHERLAND

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