



University  
of Glasgow

**Calendar 2015-16**

## **COLLEGE OF ARTS**

**VICE-PRINCIPAL AND HEAD OF COLLEGE:** Professor Roibeard Ó Maolalaigh

**Dean of Graduate Studies:** Dr Barbara Burns

**Dean of Learning & Teaching:** Dr Don Spaeth

### **DATES OF SEMESTERS**

*Semester 1:* 21st September 2015 - 18th December 2015

*Christmas Vacation:* 21st December 2015 - 8th January 2016

*Semester 2:* 11th January 2016 - 27th May 2016

*Spring Vacation:* 28th March 2016 - 15th April 2016

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## SUMMARY OF AWARDS MADE IN THE COLLEGE OF ARTS

The University awards the following degrees in the College of Arts. These degrees may be awarded jointly with other institutions where the Senate has approved an agreement to this effect. Where such an agreement exists, the degree titles of the partner institution may be used for the award of joint degrees with the University of Glasgow.

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## GENERIC UNDERGRADUATE REGULATIONS

The Generic Undergraduate Regulations are governed by Resolution No. 582 of the University Court which came into effect on 1 September 2008, as subsequently amended, with the following provisions:

1. All undergraduate degrees of the University of Glasgow except those listed in §20 of the section entitled 'Regulations' below may be governed by common regulations (the Generic Undergraduate Regulations) and by supplementary regulations specific to each degree.
2. The Senate may make such Generic Undergraduate Regulations, which are subject to the approval of the University Court - these are stated in §1 - §19 of the section entitled 'Regulations' below.

### REGULATIONS

#### 1. Introductory and Definitions

These regulations must be read together with each degree's supplementary regulations, programme specification, and associated programme and course documentation (handbooks). The definitions set out in the [Glossary of Terms](#) apply to these regulations.

#### 2. Scope of Regulations

These regulations apply to all undergraduate degrees offered by the University of Glasgow other than those listed in §20.

#### 3. Duration of Study

A candidate for a degree shall, subject to §4, normally attend the University of Glasgow either full-time or part-time for at least the number of academic sessions indicated as a minimum in the table below. The candidate must normally complete his or her studies for the award of a degree within the number of sessions indicated as a maximum in the degree's supplementary regulations.

Type of degree	Minimum duration of study (academic sessions)	
	Full-time	Part-time
Ordinary/designated degree <sup>1</sup>	3	4
Honours degree	4	5
MA Honours language degree <sup>2</sup>	5	7
Integrated Masters degree	5	6
BVMS, MBChB, BDS	5	N/A

#### 4. Recognition of Prior Learning

- 4.1 Credit may be awarded towards the completion of a degree programme for courses or examinations satisfactorily completed while following another programme at the University of Glasgow or at another institution or, where indicated in the degree's supplementary regulations, for other examinations satisfactorily completed. Such credit may permit a candidate entry to the second or subsequent year of the degree programme. The maximum limit for the award of such credit is, other than in exceptional circumstances and with the approval of the Clerk of Senate, 50% of the credits associated with the degree programme. Candidates must normally attend courses offered by the University of Glasgow during their final year of study.
- 4.2 Although appropriate prior learning may be recognised for the award of credit, all such credit is ungraded for the purposes of the University except that credit obtained in earlier study at the University of Glasgow may be graded. Guidance on the inclusion of ungraded APL credit in the application of degree regulations is set out in the University's [APL policy](#).
- 4.3 Graded credit may be awarded for study undertaken at an institution other than the University of Glasgow where this is done while registered for a degree programme at the University of Glasgow.

#### 5. Recognition of Prior Experiential Learning

Where indicated in the degree's supplementary regulations, a candidate may be awarded credit for prior experiential learning. The procedure for approval of such credit is set out in the University's [APL policy](#).

<sup>1</sup> The minimum duration of study for the ordinary degrees of Bachelor of Technical Education and MA Religious & Philosophical Education with Secondary Teaching Qualification is four academic sessions.

<sup>2</sup> Exceptionally, where exemption is granted from the requirement to complete a Language Year Abroad, the minimum durations for the Honours degree may be applied.

## 6. Composition of Degree Programmes

- 6.1 Each degree programme shall be composed of courses, each of which is characterised by the academic level at which it is set and the number of credits which it conveys. The course level will be expressed as 1, 2, 3, H or M, these corresponding to levels 7 to 11 in the Scottish Credit and Qualifications Framework. Each course shall convey either 10, 15, 20, 30, 40, or 60 credits, or exceptionally a different number of credits where approved by the College.
- 6.2 In each academic session a full-time candidate will normally take courses conveying a total of 120 credits.
- 6.3 The structure of a degree programme, including the compulsory and optional courses of which it is composed, is shown in the degree's supplementary regulations and the programme specification.

## 7. Pre-requisites, Co-requisites and Excluded Combinations

- 7.1 Each course may have pre-requisite and/or co-requisite course(s). To be admitted to a course:
- The candidate must normally have attained a grade D or better in each pre-requisite course. If the course follows a pre-requisite course in the same academic session, however, it shall be sufficient for the candidate to have attended the pre-requisite course.
  - The candidate must either have attended, or be concurrently attending, each co-requisite course.
- 7.2 Where a candidate's curriculum includes courses which form an excluded combination, credits from only one of these courses may be counted towards the requirements for award of a degree or other qualification.

## 8. Approval of Curriculum

The curriculum of each candidate must be entered on *MyCampus* by that candidate at the start of each session. Once this has been done, the curriculum may not be altered outwith the 'add-drop' period except with the approval of an Adviser of Studies or the Advising Team.

## 9. Assessment

Assessment and re-assessment are governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*.

## 10. Progress

- 10.1 The progress of candidates shall be reviewed annually.
- 10.2 In the case of an Honours programme, and subject to further requirements contained in the degree's supplementary regulations, a full-time candidate who has achieved a grade point average<sup>3</sup> of at least 9 (equivalent to grade D3) across all third year courses contributing to the programme will be permitted to progress from Junior Honours to Senior Honours<sup>4</sup>.
- 10.3 In the case of an Integrated Masters programme, and subject to further requirements contained in the degree's supplementary regulations, a full-time candidate who has achieved a grade point average of at least 12 (equivalent to grade C3) across all third year courses contributing to the programme will be permitted to progress to year 4; and a full-time candidate who has achieved a grade point average of at least 12 (equivalent to grade C3) across all fourth year courses contributing to the programme will be permitted to progress to year 5.
- 10.4 The requirements for a full-time candidate to progress, other than those covered in §10.2 and §10.3 above, are set out in the degree's supplementary regulations.
- 10.5 For a part-time candidate, the minimum achievement required to progress will be determined for and communicated to the candidate at the start of each session by the Chief Adviser for the degree on which the candidate is enrolled. A candidate who fails to meet this progress requirement must apply for re-admission to the Chief Adviser.

## 11. Administration of Progress

- 11.1 Decisions on progress shall be taken by the College Progress Committee or a sub-committee thereof. The committee shall have the power to exclude a candidate or to impose conditions regarding a candidate's future progress.
- 11.2 The College shall publish to all candidates the arrangements for identifying any candidate who does not comply with progress requirements. The College shall notify such candidates of the date of the meeting of the committee and the procedures to permit a candidate to make representations at or prior to the committee meeting.

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<sup>3</sup> Grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. Grade point average is expressed to one decimal place (§16.34(a) of the Code of Assessment). In determining whether a candidate has achieved a required grade point average, no further rounding is permitted. For example, a candidate achieving a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

<sup>4</sup> Alternative requirements may be set for candidates undertaking their third year of study in another Higher Education Institution as part of a Study Abroad programme. Such requirements will be set by the Chief Adviser of Studies.

11.3 Appeal against decisions of the College Progress Committee may be made following the Codes of Procedure set out in the 'University Fees and General Information for Students' section of the *University Calendar*.

## **12. Award of a Certificate in Higher Education<sup>5</sup>**

12.1 A candidate who has completed courses totalling at least 120 credits with a grade point average<sup>3</sup> of at least 7 shall be eligible to receive a Certificate of Higher Education, unless the candidate proceeds immediately to a diploma or degree programme. This does not preclude the use in subsequent completion of a degree programme of credit counted towards the award of a Certificate of Higher Education.

12.2 The Certificate of Higher Education shall be awarded with Merit where the grade point average is at least 12, and with Distinction where the grade point average is at least 15.

12.3 Where the candidate has accumulated more than 120 credits, the credit counted in the calculation of the grade point average shall be reduced to 120 credits by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

## **13. Award of a Diploma of Higher Education<sup>5</sup>**

13.1 A candidate who has completed courses totalling at least 240 credits, of which at least 80 credits are for courses at level 2 or above, with a grade point average<sup>3</sup> of at least 7, shall be eligible to receive a Diploma of Higher Education, unless the candidate proceeds immediately to a degree programme. This does not preclude the use in subsequent completion of a degree programme of credit counted towards the award of a Diploma of Higher Education.

13.2 The Diploma of Higher Education shall be awarded with Merit where the grade point average is at least 12, and with Distinction where the grade point average is at least 15.

13.3 Where the candidate has accumulated more than 240 credits, the credit counted in the calculation of the grade point average shall be reduced to 240 credits by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

## **14. Award of an Ordinary/Designated Degree<sup>5</sup>**

14.1 Subject to further requirements contained in the degree's supplementary regulations, the candidate, to be eligible for the award of an ordinary/designated degree, must have obtained at least 360 credits and achieved an overall grade point average<sup>3</sup> of 9. Within these 360 credits:

- a) at least 120 must be at level 2 or higher, **and**
- b) at least 280 must be at grade D or better including at least 60 at level 3 or higher.

14.2 Subject to further requirements contained in the degree's supplementary regulations, the ordinary/designated degree shall be awarded with Merit where the grade point average is at least 12, and with Distinction where the grade point average is at least 15.

14.3 Where the candidate has accumulated more than 360 credits, the credit counted in the calculation of the grade point average shall be reduced to 360 credits by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

14.4 The ordinary/designated degree may be awarded to candidates on Honours programmes who fail to meet the requirements of the Honours degree, including any progress requirements, provided that the requirements of §14.1 above are met. The supplementary regulations for a degree programme shall specify any provision for candidates who have been assessed at level H to be reassessed at level 3.

## **15. Entry to an Honours or Integrated Masters Degree Programme<sup>5</sup>**

15.1 In order to obtain entry to an Honours or Integrated Masters degree programme at the end of the second year of full-time study<sup>6</sup>, a candidate must:

- a) achieve 240 credits at levels 1 and 2 with a grade point average<sup>3</sup> of at least 9; at least 140 of these credits must be derived from the list of recognised courses for the degree; and
- b) achieve a grade D or better in 200 credits; and
- c) achieve a minimum of 40 credits at level 2 at a grade point average of 12 in the subject of the Honours programme<sup>7</sup> at the first attempt; and
- d) meet any further requirements set out in the degree's supplementary regulations; and
- e) meet any additional requirements set by the School or Schools in which the candidate is applying for entry to the Honours or Integrated Masters programme.

<sup>5</sup> Where a programme has specific requirements in relation to the average aggregation score derived from Schedule B (§16.29 and §16.34(b) of the Code of Assessment), these shall be stated in the programme documentation.

<sup>6</sup> This regulation only applies to degree programmes which select for entry to Honours at the end of second year.

<sup>7</sup> For entry to a Joint Honours degree, this requirement applies to each Joint Honours Subject.

- 15.2 In order to obtain entry to an Integrated Masters degree programme, a candidate must normally, in addition to meeting the requirements in 15.1 above:
- meet the requirements set out in the degree's supplementary regulations; and
  - meet any additional requirements set by the School or Schools in which the candidate is applying for entry to the Honours or Integrated Masters programme.
- 15.3 Exceptionally, a candidate who does not meet all of the requirements in either 15.1 or 15.2 above may be offered admission to Honours, or an Integrated Masters programme, if the Head of School (or his or her nominee) judges that in other respects the candidate's previous performance offers a reasonable prospect of the candidate reaching the minimum standard required for the award to which admission is granted.
- 15.4 The College and School will provide all candidates with written information on the specific level of performance required to obtain entry to each Honours and Integrated Masters degree programme in the School. This information will be made available to candidates at the start of the session preceding that in which Honours study normally commences.
- 15.5 Admission to an Honours or Integrated Masters degree programme does not guarantee admission to a particular course. A candidate must apply for admission to a particular course in accordance with the instructions issued by the School. Admission to a particular course cannot be guaranteed even for a candidate who satisfies the minimum admission requirements. Where there are more applicants for a particular course than there are places available, selection of candidates will be based on criteria published in course documentation and/or School web pages.

#### **16. Award of an Honours Degree**

- 16.1 To be eligible for the award of an Honours degree, the candidate must have obtained at least 480<sup>8</sup> credits, including at least 120 at level H, achieved a grade D3<sup>9</sup> or better for a piece of independent work worth at least 20 credits<sup>10</sup>, and complied with the other requirements set out in the degree's supplementary regulations.
- 16.2 A Joint Honours degree is awarded following successful completion of an Honours programme in years three and four in which two subjects are studied in depth. At least 120 credits but no more than 140 credits are studied in each subject, and the subjects are normally equally weighted in the calculation of the final classification.<sup>11</sup>
- 16.3 A Principal with Subsidiary Honours degree is awarded following successful completion of an Honours programme in years three and four where 180 credits will normally be in one subject with 60 in another, the weighting of the programme's scheme of assessment reflecting the respective credit values of the two subjects.<sup>11</sup>
- 16.4 A scheme of assessment may permit a candidate for Honours in a single subject to be assessed in not more than 25% of the total assessment for Honours from the scheme of assessment in one other subject.
- 16.5 Courses at level 3 or above which form a candidate's Honours programme must be counted towards the calculation of the candidate's Honours classification unless other provision is justified by good cause circumstances affecting the candidate.

This regulation applies where level 3 course registration continues:

- on the date on which the first summative assessment for that course is to be submitted; or
- on such other date as may be specified in the course document for that course.

#### **17. Award of an Integrated Masters Degree**

- 17.1 To be eligible for the award of an Integrated Masters degree, the candidate must have obtained at least 600 credits, including at least 120 credits at level M, achieved a grade D3<sup>9</sup> or better for a piece of independent work worth at least 20 credits<sup>10</sup>, and complied with the other requirements set out in the degree's supplementary regulations.
- 17.2 Courses at level 3 or above which form a candidate's Integrated Masters programme must be counted towards the calculation of the candidate's Honours classification unless other provision is justified by good cause circumstances affecting the candidate.

This regulation applies where level 3 course registration continues:

- on the date on which the first summative assessment for that course is to be submitted; or
- on such other date as may be specified in the course document for that course.

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<sup>8</sup> For the award of the MA Honours degree in modern language subjects, the candidate must normally have obtained at least 600 credits.

<sup>9</sup> Any penalty imposed for the late submission of the piece of independent work will be ignored when determining whether this requirement has been met.

<sup>10</sup> The credits for the piece of independent work must contribute to the candidate's Honours classification.

<sup>11</sup> The overall total number of credits undertaken in the Honours programme for programmes involving Law will be less than 240, as further described in programme documentation.

**18. Award of an MBChB, BVMS or BDS Degree**

Eligibility for the award of an MBChB, BVMS or BDS degree is defined in the degree's supplementary regulations.

**19. Award of Certificates for Graduates Studying at Undergraduate Level**

A graduate of the University of Glasgow, or of another institution of tertiary education recognised for this purpose by the Senate, may be permitted by a School in consultation with the College Head of Academic Administration to enrol in a course, complete the assessment elements of the course, and receive certification of the outcome of the assessment.

**20. Degree Programmes not Subject to these Regulations****College of Arts**

Degree of Bachelor of Science in Medical Science (Medical Humanities)

**College of Medical, Veterinary & Life Sciences**

Degree of Bachelor of Science in Dental Science

Degree of Bachelor of Science in Medical Science

Degree of Bachelor of Science in Veterinary Science

**All University of Glasgow degrees offered at the following institutions:**

Christie's Education, London

Edinburgh Theological Seminary

The Glasgow School of Art

SRUC (Scotland's Rural College)

**SUPPLEMENTARY UNDERGRADUATE REGULATIONS****DEGREE OF MASTER OF ARTS****RESOLUTION**

The Degree of Master of Arts is governed by Resolutions of the University Court which came into effect on 1 September 2008 and their subsequent revisions. The provisions of Resolution No. 582 supporting the Generic Undergraduate Regulations are set out above; the provisions of Resolution No. 583, are as follows:

1. The Degree of Master of Arts (MA) may be awarded by the Senate of the University of Glasgow in the College of Arts (the College) as a Degree in such designations as may be prescribed by Regulations.
2. The award of the Degree shall be governed by Resolution No. 582 - "Generic Regulations for the award of Degrees gained by the successful completion of Undergraduate Programmes", which came into effect on and from 1 September 2008 together with such Supplementary Regulations as are contained in this Resolution No. 583 - "Degree of Master of Arts". The Supplementary Regulations are set out in the Schedule of Regulations attached to this Resolution.
3. The Degree may be awarded either as a Degree of Master of Arts (General Humanities), or as a General Degree, or as a Degree with Honours in such single subjects or pairs of subjects as may be prescribed by Regulation. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

**REGULATIONS****1. Recognition of Prior Learning**

- 1.1 Certain non-university examinations may permit entry with advanced standing as follows: a candidate who, at first presentation, has gained grade A in three different A-levels or Advanced Highers, and who intends to proceed to an MA Honours degree, may enter the second year of study if the three A-levels or Advanced Highers correspond to subjects available in the College of Arts and if the candidate is permitted by Heads of School to enter appropriate level 2 courses in at least two of them. These provisions may also obtain for a candidate holding overseas qualifications, provided that the College deems it appropriate.
- 1.2 A graduate of this University holding an MA ordinary degree or a designated MA General Humanities degree may, if he or she has fulfilled the requirements for admission to Junior Honours in a subject or subjects recognised for the study of the degree of Master of Arts with Honours, and at the discretion of the Head(s) of the School(s) concerned, be admitted to Junior Honours in that subject or those subjects.
- 1.3 A graduate with another degree of the University of Glasgow or with a degree of another University or institution of tertiary education recognised for this purpose may with the approval of the College be admitted to the curriculum for Honours in a subject or subjects and may be exempted from not more than two years thereof, provided always

that he or she shall have studied the Honours subject or subjects for at least three years, of which the Junior and Senior Honours years must be in this University, and that the College is satisfied that the content of the course or courses and standard of the graduate's assessed performance in the subject or subjects in the other University or institution are equivalent to that of a corresponding course or corresponding courses and to the assessment standard in this University.

- 1.4 Generic Undergraduate Regulation §4.1 applies, except that a graduate of this University, or of another University or institution of tertiary education recognised for this purpose, who is admitted to the College of Arts to complete an MA General Humanities degree may be permitted to count towards a minimum graduating curriculum courses which have formed part of the curriculum for his or her previous degree and which are deemed by the College of Arts to equate to a maximum of 120 credits.

## 2. Maximum Period of Study

- 2.1 A full-time candidate for the MA degree with Honours shall normally complete courses of study in the single subject or pair of subjects over no more than six academic sessions (or seven, if there is a requirement for a year abroad) and shall include study at the Honours level in a Junior Honours year and a Senior Honours year.
- 2.2 A part-time candidate for the MA degree with Honours shall complete courses of study in the single subject or pair of subjects extending over at least five academic sessions normally including at least three sessions and no more than five sessions of study at the Honours standard. The overall maximum period of study for a part-time candidate for the MA degree with Honours shall normally be 11 academic sessions (or 12 if there is a requirement for a year abroad). Where both full-time and part-time study is involved, two sessions of part-time study shall be deemed equivalent to one session of full-time study.
- 2.3 The maximum period of study for the completion of the MA General Humanities degree by a full-time candidate shall be five academic sessions. A candidate may continue with his or her studies provided that he or she complies with the progress regulations set out in §3.
- 2.4 The maximum period of study for the completion of the MA General Humanities degree by a part-time candidate shall normally be 10 academic sessions. Where both full-time and part-time study is involved, two sessions of part-time study shall be deemed equivalent to one session of full-time study.

## 3. Progress

Further to Generic Undergraduate Regulations §10 and §11, the following applies:

- 3.1 The minimum requirements for progress to a succeeding year of study for a full-time candidate are as follows:

After one session:	The candidate must have obtained at least 80 credits, of which at least 60 must be at grade D or better and achieved a grade point average <sup>12</sup> of at least 9.
After two sessions:	The candidate must have obtained at least 180 credits of which at least 100 must be at grade D or better and achieved a grade point average of at least 9. At least 40 credits must be at level 2.
After three sessions:	The candidate must have obtained: 240 credits with a minimum grade point average of 9; 160 credits at grade D or better; 80 credits at level 2 or above.

### 3.2 Further Rules about Progress for Full-time Candidates at Non-Honours Level

- 3.2.1 Unless in any one session a full-time candidate obtains grade points from courses totalling at least 40 credits, he or she will normally be excluded from further attendance in the College.
- 3.2.2 A full-time candidate who has failed to complete the minimum requirements for any one session, and who has not been excluded, shall normally be suspended from full-time attendance but shall be automatically permitted to enrol as a part-time candidate. A candidate thus suspended from full-time attendance shall thereafter be permitted to resume full-time attendance provided that he or she has fulfilled the relevant minimum requirements for progress. For the purpose of this regulation two sessions of part-time study shall be deemed equivalent to one session of full-time study.
- 3.2.3 In exceptional circumstances and after consideration of all the relevant evidence, it shall be open to the College Progress Committee to permit a candidate to re-enrol as a full-time candidate for a repeat year of study, in which case he or she shall be subject to the minimum requirements for progress of the particular year of the degree curriculum which has been repeated.

<sup>12</sup> Grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. Grade point average is expressed to one decimal place (§16.34(a) of the Code of Assessment). In determining whether a candidate has achieved a required grade point average, no further rounding is permitted. For example, a candidate achieving a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

- 3.2.4 Modern Languages Degree Language Year Abroad: a candidate will not normally be permitted to undertake a Modern Languages Language Year Abroad before they have met the Subject and University requirements for Honours entry given in Generic Undergraduate Regulation §15.1, and §3.3.1 below.

### **3.3 Entry to Honours**

*The following requirements apply in addition to those set out in Generic Undergraduate Regulation §15.1*

- 3.3.1 Completion of at least 80 credits at level 2 or above representing at least two subjects.
- 3.3.2 Completion of 120 credits from courses offered within the College of Arts.
- 3.3.3 In the case of a candidate who transfers from another College to enter the curriculum of the Degree of Master of Arts at Honours level, qualifying courses will normally include at least 80 credits from courses offered within the College of Arts, of which at least 40 credits should be at level 2.
- 3.3.4 Exceptionally, a candidate who does not meet all of the requirements above may be offered admission to Honours if the Head of School (or his or her nominee) judges that in other respects the candidate's previous performance offers a reasonable prospect of the candidate reaching the minimum standard required for the award to which admission is granted. A candidate admitted to Honours under these circumstances may be required by the Head of College to complete the missing requirements before being permitted to proceed to Senior Honours.
- 3.3.5 Entry into the Modern Languages Honours programme is normally conditional on satisfactory completion of a Language Year Abroad. In exceptional circumstances, students may be granted exemption from this requirement by the Head of School in SMLC.

### **3.4 Progress within Honours**

A full-time candidate must complete the requirements of Generic Undergraduate Regulation §10.2. A part-time Honours candidate must complete a minimum of 40 credits of assessment in each of the part-time Honours years of study to be allowed to progress, but progression may be refused, as for a full-time candidate, where performance in the preceding Honours year(s) has been unsatisfactory.

## **4. Recognised Qualifying Courses**

- 4.1 Subject to the approval of Senate, the College of Arts shall approve and recognise courses qualifying towards MA degree programmes, and courses qualifying as core courses for specifically designated General Humanities MA degrees. These qualifying courses shall be published online annually by the College of Arts.
- 4.2 A non-Honours 20-credit qualifying course in the College of Arts shall normally consist of not fewer than 30 scheduled hours for each candidate attending, in the form of either meetings of the full class, or meetings of one or more candidates for tutorials or other instruction or both. The minimum number of scheduled hours for a 40-credit course shall normally be 60.
- 4.3 An Honours 20-credit qualifying course in the College of Arts shall normally consist of not fewer than 20 scheduled hours for each candidate attending, in the form of either meetings of the full class, or meetings of one or more candidates for seminars or other instruction, or both. The minimum number of scheduled hours for a 30-credit Honours course shall normally be 30. The minimum number of scheduled hours for a 40-credit Honours course shall normally be 40. The only exception to this regulation is any Honours course which fulfils the requirement for independent study as part of an Honours degree.

## **5. Requirements for the Award of MA (Honours), MA Designated Degrees, the Diploma of Higher Education and the Certificate of Higher Education**

- 5.1 Diplomas of Higher Education and designated MA General Humanities degrees shall carry a designation reflecting the broad subject area in which a minimum number of the required credits have been gained, in accordance with stated schemes for specifically designated awards as set out below.

### **5.2 Degree of MA (Honours)**

- 5.2.1 The degree of MA (Honours) is available in the single subjects and combinations of subjects set out in the Appendix to these regulations.
- 5.2.2 To be eligible for the award of an Honours degree including a Modern Language, in addition to satisfying the University generic undergraduate regulations for award of an Honours degree, the candidate must normally have obtained a total of at least 600 credits, including at least 120 credits of approved Language Study Abroad, usually completed as Year 3 of study.
- 5.2.3 At least 120 credits over the candidate's first two years of study must be from courses offered within the College of Arts. Only courses listed in the *Course Catalogue* which are offered by Schools in the College of Arts are qualifying courses for the fulfilment of this regulation.
- 5.2.4 In the case of a candidate who transfers from another College to enter the curriculum of the MA (Honours) in Year 3, qualifying courses in Years 1 and 2 will include at least 80 credits in courses taught by the Schools in the College of Arts, of which at least 40 credits should be at Level 2.

### 5.3 Designated MA General Humanities Degrees

5.3.1 Further to Generic Undergraduate Regulation §14.1, within the 360 credits required for an MA designated degree:

- a) At least 180 credits shall be derived from the stated group of core subjects from which a particular MA degree derives its designation.
- b) Overall at least three subjects shall be represented, with at least 40 credits being derived from each.
- c) In the case of at least two of these three subjects there shall be, in each, courses (which may include recognised cognate subjects) carrying a total of at least 80 credits including at least 40 at level 2. Of these two subjects at least one must be drawn from the group of core subjects.
- d) Of the 60 credits required from courses at level 3, at least 30 credits shall be derived from the group of core subjects. It shall be possible for a maximum of 30 credits at level 3 to be derived from an extended essay or a project undertaken in the third year of study. If the extended essay or project relates to a subject which belongs to the group of core subjects for a particular designated MA degree, it may, if successfully completed, count towards the fulfilment of the core requirements of that degree.
- e) 120 credits of Language Year Abroad study undertaken in accordance with Honours regulations for Modern Languages degrees will not count towards satisfying the requirements of this degree.

5.3.2 Generic Undergraduate Regulation §14.2 shall not apply. Instead the award of Merit shall require a grade point average<sup>12</sup> of at least 12 both overall and in the core; and the award of Distinction shall require a grade point average of at least 15 both overall and in the core. The core subjects for each designated degree and any further specific requirement relating to it are listed in the programme specification for the relevant programme.

### 5.4 Diploma of Higher Education

5.4.1 Further to Generic Undergraduate Regulation §13.1, where at least 160 credits have been gained at grade D or better from courses belonging to the group of core subjects for a designated MA degree, the candidate shall be eligible to receive the Diploma of Higher Education bearing the designation of that degree. Otherwise the candidate shall be awarded the Diploma of Higher Education with the designation 'General Humanities'.

5.4.2 Further to Generic Undergraduate Regulation §13.2, where the Diploma of Higher Education is being awarded with a designation corresponding to the designation of a particular MA degree, it shall be awarded with Merit where the grade point average is 12 both overall and in the courses governing the particular designation, and with Distinction where the grade point average is 15 both overall and in the courses governing the particular designation.

## 6. Other Information on Awards

6.1 Further to Generic Undergraduate Regulation §16.1, a candidate for a Joint Honours degree in the College of Arts shall not be permitted to complete a piece of independent work in each of the subjects of the Joint Honours degree as part of the Honours curriculum. Such a candidate may, however, with the permission of the Head of each subject area concerned, complete a single piece of independent work drawing on and counting towards both subjects from the Joint Honours degree.

### 6.2 Waiving of Prerequisites [see Generic Undergraduate Regulation §7]

6.2.1 In the case of a candidate who, at first presentation, has gained grade A at A-level or Advanced Higher in an appropriate subject, the relevant Head of School or representative has discretion to grant the candidate permission to enter a level 2 course, or, in the case of a candidate holding grade A or B at A-level or Advanced Higher, permission to enter a level 1 course, although the candidate has not completed the requisite preceding course(s). The holding of a grade A or B at A-level or Advanced Higher does not confer credit or shorten the duration of study for the purposes of the minimum graduating curriculum. However in the case of a candidate who, at first presentation, has gained grade A in three different A-levels or Advanced Highers or holds equivalent overseas qualifications, see §1.1 above.

6.2.2 Exceptionally, and where there is good academic reason, a Head of School or representative, in consultation with the Chief Adviser of Studies, may admit to a course a candidate who has not fulfilled the normal prerequisites for the course if the candidate has satisfactorily completed courses at the University in another related subject or other related subjects, or if the candidate provides other evidence of suitability for admission to the course.

## Appendix: Honours Subjects

The recognised single subjects and pairs of subjects of study for Honours are given in the following lists:

### i) Single Honours

Single Honours may currently be taken in the subjects listed below. Other subjects available at Honours level in the College, for example, Celtic Civilisation, must be combined with another subject for Joint Honours.

Archaeology	History
Celtic Studies	History of Art
Classics	Italian
Digital Media & Information Studies	Latin
English Language	Mathematics
English Literature	Music
Film & Television Studies	Philosophy
French	Psychology
Gaelic	Scottish Language & Literature
Geography	Spanish
German	Theatre Studies
Greek	Theology & Religious Studies
Hispanic Studies	

**ii) Joint Honours**

Permitted combinations for Joint Honours are published on the University Website: [www.gla.ac.uk/undergraduate/degrees/](http://www.gla.ac.uk/undergraduate/degrees/)

However, it may be possible for Joint Honours to be taken in a combination of subjects which is not advertised, provided the timetable permits this. Enquiries from current students should be addressed to [arts-chief-adviser@glasgow.ac.uk](mailto:arts-chief-adviser@glasgow.ac.uk)

**iii) Part-time**

Part-time study at Honours level may not be available in all subjects. Any candidate wishing to undertake a part-time Honours Degree should establish from the relevant Head(s) of School whether part-time provision is available and shall submit to the relevant Head(s) of School an outline of the entire proposed Honours curriculum and timescale for provisional approval.

**DEGREE OF BACHELOR OF DIVINITY****RESOLUTION**

The Degree of Bachelor of Divinity is governed by Resolutions of the University Court which came into effect on 1 September 2008 and their subsequent revisions. The provisions of Resolution No. 582 supporting the Generic Undergraduate Regulations are set out above; the provisions of Resolution No. 585 are as follows:

1. The Degree of Bachelor of Divinity (BD) may be awarded by the Senate of the University of Glasgow in the College of Arts (the College) as a Degree in such designations as may be prescribed by Regulations.
2. The award of the Degree shall be governed by Resolution No. 582 - "Generic Regulations for the award of Degrees gained by the successful completion of Undergraduate Programmes", which came into effect on and from 1 September 2008 together with such Supplementary Regulations as are contained in this Resolution No. 585 - "Degree of Bachelor of Divinity". The Supplementary Regulations are set out in the Schedule of Regulations attached to this Resolution.
3. The Degree may be awarded as a General Degree in Theology & Religious studies and as a Degree with Honours in such subjects as may be prescribed by Regulation. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

**REGULATIONS****1. Recognition of Prior Learning**

A graduate of this University holding a BD general Degree, BD (Min) general Degree or MA in Theology & Religious Studies ordinary degree may, if he or she has fulfilled the requirements for admission to Honours, and at the discretion of the Head of School of Critical Studies, be admitted to Junior Honours.

**2. Maximum and Minimum Periods of Study**

- 2.1 A full-time candidate for the BD with Honours shall normally complete courses of study in the relevant subject over no more than six academic sessions and shall include study at the Honours level, normally completed in two academic sessions, in a Junior Honours year and a Senior Honours year.
- 2.2 A part-time candidate for the BD Degree with Honours shall complete no more than five academic sessions of study at the Honours standard.

**3. Progress**

- 3.1 Further to Generic Undergraduate Regulations §10 and §11, the following applies:

- After one session: The candidate must have obtained at least 80 credits, of which at least 60 must be at grade D or better and achieved a grade point average<sup>13</sup> of at least 9.
- After two sessions: The candidate must have obtained at least 180 credits of which at least 100 must be at grade D or better and achieved a grade point average of at least 9. At least 40 credits must be at level 2.
- After three sessions: The candidate must have obtained:
- 240 credits with a minimum grade point average of 9;
  - 160 credits at grade D or better;
  - 80 credits at level 2 or above.

### 3.2 Entry to Honours

In addition to the requirements set out in Generic Undergraduate Regulation §15.1, students wishing to progress to Honours must have completed:

- a) twelve standard courses (or equivalent) including five at level 1 and five at level 2 from the list of qualifying courses in Theology & Religious Studies;

### 4. Courses Available to Candidates

- 4.1 A full list of the courses which qualify for the degrees of BD is to be found in the relevant Programme Specifications.
- 4.2 Details of the courses on offer in any given year are provided in the relevant School handbooks.

### 5. Programme Requirements for the Award of the Degree

The following requirements apply in addition to those set out in Generic Undergraduate Regulations §14 and §16:

#### 5.1 Degree of BD

- 5.1.1 In the first and second year of study the candidate must complete twelve standard courses which must include five at level 1 and five at level 2 from the list of qualifying courses in Theology & Religious Studies.
- 5.1.2 The candidate must complete the non-credit-bearing study skills course prior to entry to year three.

#### 5.2 Degree of BD with Honours

- 5.2.1 The candidate must complete the non-credit-bearing study skills course prior to entry to year four.
- 5.2.2 Each candidate for the Honours Degree shall select six courses from the range of courses offered in Theology & Religious Studies and shall submit a dissertation of not more than 15,000 words on an approved topic which will be weighted as one quarter of the total assessment. Study for four of the courses shall normally be undertaken in the Junior Honours year, with the dissertation and the remaining courses thereafter.
- 5.2.3 A candidate admitted to Junior Honours may take a subject additional to the Honours curriculum with the approval of the Head(s) of the Honours School(s) concerned.

## DEGREE OF BACHELOR OF DIVINITY (MINISTRY)

### RESOLUTION

The Degree of Bachelor of Divinity (Ministry) is governed by Resolutions of the University Court which came into effect on 1 September 2008 and their subsequent revisions. The provisions of Resolution No. 582 supporting the Generic Undergraduate Regulations are set out above; the provisions of Resolution No. 586 are as follows:

1. The Degree of Bachelor of Divinity (Ministry) (BD (Min)) may be awarded by the Senate of the University of Glasgow in the College of Arts (the College) as a General Degree and as a Degree with Honours, in such designations as may be prescribed by Regulations.
2. The award of the Degree shall be governed by Resolution No. 582 - "Generic Regulations for the award of Degrees gained by the successful completion of Undergraduate Programmes", which came into effect on and from 1 September 2008 together with such Supplementary Regulations as are contained in this Resolution No.

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<sup>13</sup> Grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. Grade point average is expressed to one decimal place (§16.34(a) of the Code of Assessment). In determining whether a candidate has achieved a required grade point average, no further rounding is permitted. For example, a candidate achieving a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

586 - "Degree of Bachelor of Divinity (Ministry)". The Supplementary Regulations are set out in the Schedule of Regulations attached to this Resolution.

3. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

## REGULATIONS

### 1. Recognition of Prior Learning

A graduate of this University holding a BD (Min) general degree, may, if he or she has fulfilled the requirements for admission to Honours, and at the discretion of the Head of the School of Critical Studies (or his or her nominee), be admitted to Junior Honours. Thereafter, if the graduate is awarded Honours by the examiners, he or she shall receive a certificate to that effect.

### 2. Minimum and Maximum Period of Study

Generic Undergraduate Regulation §3 does not apply to this programme and is replaced by the following:

- 2.1 A full-time candidate for the BD (Min) (general and with Honours) shall normally complete courses of study in the relevant subject over no less than four and no more than six academic sessions and a candidate for the BD (Min) with Honours shall include study at the Honours level, completed within two academic sessions, in a Junior Honours year and a Senior Honours year.
- 2.2 A part-time candidate for the BD (Min) degree with Honours shall complete courses of study in the relevant subject extending over at least five academic sessions normally including at least three academic sessions and no more than five academic sessions of study at the Honours standard.

### 3. Progress

Further to Generic Undergraduate Regulations §10 and §11, the following apply:

- 3.1 The minimum requirements for progress to a succeeding year of study are as follows:

After one session:	The candidate must have obtained at least 80 credits, of which at least 60 must be at grade D or better and achieved a grade point average <sup>14</sup> of at least 9.
After two sessions:	The candidate must have obtained at least 180 credits of which at least 100 must be at grade D or better and achieved a grade point average of at least 9. At least 40 credits must be at level 2.
After three sessions:	The candidate must have obtained: <ul style="list-style-type: none"> <li>240 credits with a minimum grade point average of 9;</li> <li>160 credits at grade D or better;</li> <li>80 credits at level 2 or above.</li> </ul>

#### 3.2 Entry to Honours

The following requirement applies in addition to those set out in Generic Undergraduate Regulation §15.1:

- a) completion of twelve standard courses (or equivalent) including five at level 1 and five at level 2 from the list of qualifying courses in Theology & Religious Studies.
- b) A candidate in possession of a prior degree or equivalent qualification may be permitted to complete the Degree of BD (Ministry) Honours in three years on condition (i) that he/she has completed the first year of the normal curriculum with a grade-point average of at least 12 without resits, with at least one course completed at grade B or above, and with none falling below D, and (ii) that he/she has satisfied any specific prerequisites (other than those requiring the completion of a level two course) for Honours options he/she proposes to take.

### 4. Courses Available to Candidates

- 4.1 A full list of the courses which qualify for the degrees of BD (Min) is to be found in the relevant Programme Specifications.
- 4.2 Details of the courses on offer in any given year are provided in the relevant School handbooks.

### 5. Programme Requirements for the Award of the Degree

The following requirements apply in addition to those set out in Generic Undergraduate Regulations §14 and §16:

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<sup>14</sup> Grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. Grade point average is expressed to one decimal place (§16.34(a) of the Code of Assessment). In determining whether a candidate has achieved a required grade point average, no further rounding is permitted. For example, a candidate achieving a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

**5.1 BD (Min) General Degree**

- 5.1.1 In the first and second year of study the candidate must complete 12 standard courses which must include five at level 1 and five at level 2 from the list of qualifying courses in Theology & Religious Studies.
- 5.1.2 The candidate must complete the non-credit-bearing study skills course prior to entry to year three.
- 5.1.3 In the third and fourth years of the general degree the candidate shall take sufficient courses at levels 2/3 drawn from the list of qualifying courses in Theology & Religious Studies to make up a graduating curriculum of a total of 480 credits. At least 60 of the credits taken in the third and fourth years must be at level 3.

**5.2 Degree of BD (Min) with Honours**

- 5.2.1 The candidate must complete the non-credit-bearing study skills course prior to entry to year four.
- 5.2.2 Each candidate for the Honours degree shall select six courses from the range of courses offered in Theology & Religious Studies and shall submit a dissertation of not more than 15,000 words on an approved topic which will be weighted as one quarter of the total assessment.
- Study for four of the courses shall normally be undertaken in the Junior Honours year, with the dissertation and the remaining courses thereafter.
- 5.2.3 A candidate admitted to Junior Honours may take a subject additional to the Honours curriculum with the approval of the Head(s) of the Honours School(s) concerned.

**DEGREE OF BACHELOR OF MUSIC****RESOLUTION**

The Degree of Bachelor of Music is governed by Resolutions of the University Court which came into effect on 1 September 2008. The provisions of Resolution No. 582 supporting the Generic Undergraduate Regulations are set out above; the provisions of Resolution No. 584 are as follows:

1. The Degree of Bachelor of Music (BMus) may be awarded by the Senate of the University of Glasgow in the College of Arts (the College) as a General Degree and as a Degree with Honours, in such designations as may be prescribed by Regulations.
2. The award of the Degree shall be governed by Resolution No. 582 - "Generic Regulations for the award of Degrees gained by the successful completion of Undergraduate Programmes", which came into effect on and from 1 September 2008 together with such Supplementary Regulations as are contained in this Resolution No. 584 - "Degree of Bachelor of Music". The Supplementary Regulations are set out in the Schedule of Regulations attached to this Resolution.
3. The Degree shall not be conferred upon persons who have not satisfied the terms of these Regulations, and shall not be conferred *honoris causa* except in the conditions contained in Ordinance of the University Court No. 109 (Glasgow No. 28).
4. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

**2. Maximum Period of Study**

The maximum period of study is normally four sessions for the general degree and six sessions for the degree with Honours.

**3. Progress**

Generic Undergraduate Regulations §10 and §11 apply with the following additional requirements:

**3.1 The minimum requirements for progress to a succeeding year of study are:**

- |                       |   |
|-----------------------|---|
| After one session:    | The candidate must have obtained a grade D or better in 120 credits from qualifying courses including Musicianship.   |
| After two sessions:   | The candidate must have obtained a grade D or better in 240 credits from qualifying courses.  |
| After three sessions: | The candidate must have obtained a grade D or better in 360 credits from qualifying courses. In addition, the candidate must have achieved grade C or better in the requisite courses for his or her chosen advanced course in Composition, Dissertation, Edition or Performance. If a candidate does not meet the minimum requirements for progress to Year 4 of the BMus (Hons) degree, then they may be eligible to graduate with a general BMus degree, provided that they have fulfilled the requirements for that degree. |

- 3.2 A candidate who fails to satisfy the progress regulations will not be permitted to take more than 120 credits in any following session, or to repeat a year, without the approval of the Chief Adviser in Arts.
- 3.3 A candidate who has met the conditions for progress after three sessions is guaranteed entry to the final year of the Honours programme. Any other candidate may be offered entry to Honours if, in the judgement of the Head of Subject, his or her performance offers a reasonable prospect of him or her achieving the standard required in the Honours programme.

#### 4. Courses Available to Candidates

The courses available to candidates, including those designated as compulsory core courses and are set out in the programme specification.

#### 5. Programme Requirements for the Award of the Degree

##### 5.1 Degree of BMus General

The following requirement applies in addition to those set out in Generic Undergraduate Regulation §14:

The candidate must include within the required 360 credits:

- a) 170 credits of compulsory core courses; and
- b) 190 credits of further Music courses. Up to 40 credits of non-compulsory Music courses may be replaced by courses taken outwith Music.

##### 5.2 Degree of BMus with Honours

5.2.1 The following requirement applies in addition to those set out in Generic Undergraduate Regulation §16:

The candidate must include within the required 480 credits:

- a) 170 credits of compulsory core courses; and
- b) 310 credits of further Music courses, including at least one 60 credit advanced final year course. Up to 40 credits of non-compulsory Music courses may be substituted by courses taken outwith Music pre-Honours, and up to 30 credits may be taken outwith Music at Honours level.

## NON GENERIC UNDERGRADUATE REGULATIONS

### DEGREE OF BACHELOR OF SCIENCE (MEDICAL SCIENCE) IN MEDICAL HUMANITIES

#### RESOLUTION

The Degree of Bachelor of Science (Medical Science) in Medical Humanities is governed by Resolution No. 637 of the University Court which came into effect on 1 September 2012 with provision that:

1. The Degree of Bachelor of Science (Medical Science) (BSc (MedSci)) in Medical Humanities may be awarded by the University of Glasgow in the College of Arts as a Degree with Honours. The Degree shall not be recognised as a primary qualification conferring the right of registration on the Medical Register.
2. The Senate may, with the consent of the University Court, make regulations governing the award of the Degree.

#### REGULATIONS

A student admitted onto a programme leading to an award must follow the instructions issued on behalf of the relevant School and be aware of the content of the Programme Specification and Programme Document (often referred to as the Programme or 'Course' Handbook) which will contain further details on the Programme including, in some cases, further requirements associated with the award.

##### 1. Admission

- 1.1 A candidate for the Degree, unless granted a concession or exemption under §2 for the Degree of MB ChB, must have attended the University of Glasgow for no fewer than three academic sessions, undertaking the course of study prescribed as the first three years of the curriculum for the Degree of MB ChB, and have achieved a grade D3 or better in all courses in the years preceding admission, normally at the first attempt.
- 1.2 A student admitted as a candidate for the Degree must also be a candidate for the Degree of MB ChB.
- 1.3 The candidate must apply to the School(s) responsible for the courses to which he or she seeks admission with a statement of their results achieved to date. Admission is at the discretion of the Head(s) of School concerned but a candidate refused entry may submit for the consideration of the relevant College any special circumstances bearing on his or her case.

## 2. Duration of study

The minimum period of study for the award of the Degree is one academic session of full-time study. The Degree programme must normally be completed within one academic session of admission to the programme. The maximum period permitted for study is two academic sessions of registered study.

## 3. Programme Components

- 3.1 In order to qualify for the Degree a candidate must complete 120 credits as specified in the relevant Programme Document.
- 3.2 The year of study for the Degree shall be intercalated after the third year of study for the Degree of MB ChB.
- 3.3 The curriculum of each candidate must be entered on *MyCampus* by that candidate at the start of the session. Once this has been done, the curriculum may not be altered outwith the 'add-drop' period except with the approval of an Adviser of Studies.
- 3.4 During the period of study on the programme a candidate may not undertake any professional training or other occupation without the approval of the College of Arts.
- 3.5 A candidate may not attend courses outwith his or her curriculum without the permission of the College of Arts.

## 4. Assessment

- 4.1 The Code of Assessment, which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*, applies to the Degree insofar as not modified by these regulations.
- 4.2 Courses for which the candidate has registered must be counted towards the calculation of his or her grade point average for the purposes of §4.3 unless other provision is justified by good cause circumstances affecting the candidate.

This regulation applies where course registration continues:

- a) on the date on which the first summative assessment for that course is to be submitted; or
  - b) on such other date as may be specified in the course document for that course.
- 4.3 The Honours degree classification shall be calculated as set out in §16.36 and §16.37 of the Code of Assessment except that the relevant grade point average shall be that achieved in relation to the 120 credits of the Programme.

## 5. Requirements for the Award of Honours Degree

To be eligible for the award of the Honours degree, in addition to the requirements set out at §1.1 above, the candidate must have obtained at least 120 credits, of which at least 90 must be at level H, and achieved a grade D3<sup>15</sup> or better for a piece of independent work worth at least 30 credits, and complied with any other requirements set out in the Programme Document.

# DEGREE OF MASTER OF ARTS IN HISTORY OF ART AND ART-WORLD PRACTICE

## RESOLUTION

The Degree of Master of Arts in History of Art and Art-world Practice is governed by Resolution No. 616 of the University Court which came into effect on 1 September 2008 with provision that:

1. The Degree of Master of Arts (MA) in History of Art and Art-world Practice may be awarded by the Senate of the University of Glasgow in the College of Arts (the College) as a general Degree or as a Degree with Honours.
2. The Senate may make regulations governing the award of the Degree which are subject to the approval of the University Court - these shall be as stated under 'Regulations' below.
3. The early exit award of Diploma of Higher Education in History of Art and Art-world Practice is also included in the Regulations.

## REGULATIONS

### 1. Introductory and Definitions

The definitions set out in the [Glossary of Terms](#) apply to these regulations.

### 2. Duration and Location of Study

Candidates shall study full-time at Christie's Education London for two academic sessions. A candidate for a general degree shall attend full-time for one further academic session at the University of Glasgow and a candidate for a degree with Honours full-time for a further two academic sessions. The maximum period of study will normally be three academic sessions for a general degree and four academic sessions for a degree with Honours.

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<sup>15</sup> Any penalty imposed for the late submission of the piece of independent work will be ignored when determining whether this requirement has been met.

**3. Composition of Degree Programmes**

The qualifying courses and components for the programmes are set out in the Programme specification.

Some courses may have one or more prerequisite or co-requisite courses, details of which shall be given in the relevant course documentation.

**4. Approval of Curriculum**

The curriculum of each candidate must be approved at the start of each session by the Advising Team. Once approved, the curriculum may not be altered except with the approval of the Advising Team.

**5. Assessment**

Assessment and re-assessment are governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*, except that a candidate may not seek reassessment of the Cataloguing Examinations and any dissertation/project which represents a substantial piece of independent research.

**6. Progress**

6.1 The progress of candidates shall be reviewed annually.

6.2 In order to progress a candidate must have achieved the following:

After one academic session: Grade D or better in each component in the curriculum.

After two academic sessions: A grade point average<sup>16</sup> of 12 (equivalent to grade C3) or better in all components of the curriculum attempted in that session, with no component below grade D. These results to be obtained at the first sitting.

6.3 A candidate permitted to progress to the third year of the programme shall be credited with 240 credits for the work completed in the first two sessions.

6.4 A candidate who has achieved a grade point average of at least 9 (equivalent to grade D3) across all third year courses contributing to the Honours programme will be permitted to progress from Junior Honours to Senior Honours.

**7. Administration of Progress**

7.1 Decisions on progress shall be taken by the Board of Examiners or a sub-committee (the College Progress Committee). The committee shall have the power to exclude a candidate or to impose conditions regarding a candidate's future progress.

7.2 The College shall publish to all candidates the arrangements for identifying any candidate who does not comply with progress requirements. The College shall notify such candidates of the date of the meeting of the committee, and the procedures to permit a candidate to make representations at or prior to the committee meeting.

7.3 Appeal against decisions of the College Progress Committee may be made following the Codes of Procedure set out in the 'University Fees and General Information for Students' section of the *University Calendar*.

**8. Award of a General Degree**

8.1 A candidate, to be eligible for the award of a general degree, must have obtained at least 360 credits and achieved an overall grade point average<sup>16</sup> of 9. Within these 360 credits:

i) at least 120 must be at level 2 or higher, and

ii) at least 280 must be at grade D or better including at least 60 at level 3 or higher.

8.2 The general degree shall be awarded with Merit where the grade point average is at least 12 and with Distinction where the grade point average is at least 15.

**9. Award of an Honours Degree**

To be eligible for the award of an Honours degree, the candidate must have obtained at least 480 credits, including 240 at level H. These 240 credits must include a piece of independent work worth 40 credits.

**10. Diploma of Higher Education in History of Art and Art-world Practice**

A candidate who has completed the two sessions taught at Christie's Education London and has attained a grade D or better in all components will be eligible for the award of a Diploma of Higher Education in History of Art and Art-world practice. The Diploma shall be awarded with Merit where the grade point average<sup>16</sup> is at least 12 and with Distinction where the grade point average is at least 15.

<sup>16</sup> Grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. Grade point average is expressed to one decimal place (§16.34(a) of the Code of Assessment). In determining whether a candidate has achieved a required grade point average, no further rounding is permitted. For example, a candidate achieving a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

**GRADUATE DIPLOMA IN HISTORY OF ART AND ART-WORLD PRACTICE****REGULATIONS****1. Place and Duration of Study**

- 1.1 Study at Christie's Education, London.
- 1.2 The minimum period of study for the award of Graduate Diploma shall be nine months (October to June) including three 10-week terms at Christie's Education in London, field trips and study periods abroad, which may occur outside the 10-week terms. The maximum period of study within which a candidate must complete the programme from the date of initial registration is 18 months.

**2. Entry**

Before being considered for admission to study for the award of the Graduate Diploma a candidate must have obtained an undergraduate degree and may be subject to an interview procedure including written and/or visual test.

**3. Minimum Requirement for the Award of Credits**

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at §16.40 - §16.44 of the 'University Fees and General Information for Students' section in the *University Calendar*. Additionally, candidates must complete all work assigned within the time period allocated for each piece of work. Candidates must also fully attend all compulsory elements of the course. Candidates must comply with the published regulations issued at the beginning of each year. These regulations state clearly the penalties for lateness and the need for supporting evidence for medical and other considerations to be supplied with all late work.

**4. General Structure and Assessment of the Graduate Diploma**

- 4.1 The Graduate Diploma History of Art and Art-world Practice is a Continuing Professional Development (CPD) programme of prescribed study.
- 4.2 All courses are compulsory.
- 4.3 The programme shall comprise of prescribed qualifying credit bearing courses amounting to 120 credits at SCQF level 10.

**4.4 Recognised Qualifying Courses**

The list of recognised qualifying courses may be found in the Programme Handbook.

**4.5 Assessment**

Regulations for assessment are governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*, except in so far as they are varied in section 4.10 below (re-assessment).

**4.6 External Examiners**

The University of Glasgow shall appoint an external examiner for each of the validated Graduate Diploma programmes. Marked candidate work shall be made available to each of the external Examiners during the year and at the Final Examiners meeting of each year. The external examiners shall report annually through the Joint Board of the University of Glasgow and Christie's Education on each course.

**4.7 Requirements for the Award of a Graduate Diploma**

- 4.7.1 In order to qualify for the award of a Graduate Diploma a candidate must complete minimum credits as follows:

120 credits which includes both taught courses (80 credits) and a project which represents a piece of substantial independent research (40 credits)

- 4.7.2 A candidate will be eligible for the award of the Graduate Diploma on obtaining a grade point average<sup>17</sup> of 12 (equivalent to grade C3) or better (with no more than 25% of credit at grade E and none below grade E) in all taught courses within the programme, and obtaining grade C or better in the Dissertation/Project. A candidate who does not achieve grade C or better in the Dissertation/Project will not be eligible for the award of a Graduate Diploma.

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<sup>17</sup> Grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. Grade point average is expressed to one decimal place (§16.34(a) of the Code of Assessment). In determining whether a candidate has achieved a required grade point average, no further rounding is permitted. For example, a candidate achieving a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

**4.8 Award of Distinction or Merit**

4.8.1 A candidate who has achieved grade B or better in all components and grade A in at least one third of the total credits of the award will be eligible for the award of the Graduate Diploma with Distinction.

4.8.2 A candidate who has achieved grade C or better in all components and grade B or above in at least one third of the total credits of the award will be eligible for the award of the Graduate Diploma with Merit

**4.9 Award of Graduate Certificate**

A candidate will be eligible for the award of a Graduate Certificate in History of Art and Art-World Practice on obtaining a grade point average of 9 (equivalent to grade D3) in 60 credits with at least two-thirds of credits at grade D or above.

**4.10 Re-assessment**

4.10.1 A candidate will be entitled to one reassessment in one piece of coursework only, if he or she has obtained a grade E or worse in any single piece of work. A candidate must indicate that he or she intends to re-submit that piece of work before the end of the course. The reassessment result will be capped at grade C.

Exceptions:

- a candidate may not seek re-assessment of the Cataloguing Examinations
- a candidate may not seek re-assessment of any dissertation/project which represents a piece of substantial independent work

4.10.2 A candidate may not commence study mid-way through an academic session. If a candidate, for medical or other reasons, re-commences study mid-way through an academic session he or she will be permitted to progress to preparation of the dissertation only if he or she has obtained an average grade C or above in the taught courses assessed by the end of the session in which the study was commenced with no more than 25% of the credits at grade E and none below grade E.

## RESEARCH STUDENTS

Ordinance 350 (General No 12), which came into force in October 1961, governs the admission of Research Students and the appointment of Research Fellows. The following are the provisions of that Ordinance relevant to the admission of Research Students:

- II. The Senate, with the approval of the University Court, shall have power to make regulations under which any person who has given satisfactory evidence of his or her fitness to engage in special study or research may be admitted to the University as a Research Student.
- IV. Research Students shall have access to and the use of the University laboratories, libraries and museums, subject to the provisions of any Ordinances and under such other conditions as the University Court, after consultation with the Senate, may determine.

## REGULATIONS

The following are the Regulations made under Section II above:

1. Applications for admission to the status of Research Student must be made to the relevant College Graduate School in accordance with published procedures.
2. Each application for admission will be referred to the appropriate College Graduate School for evaluation. Applications will be assessed by at least one member of the School or Research Institute within which the proposed line of study or research falls. The College Graduate School shall accept no applicant who has not satisfied them by examination or otherwise: (a) that his or her proposed line of study or research is a fit and proper one, and that he or she is qualified to prosecute it; (b) that he or she is of good character; and (c) that he or she proposes to prosecute his or her studies or research during a period to be approved by the Senate.
3. Subject to the regulations of the Senate, the College or the Committee shall provide for the supervision of the work of each applicant admitted by the Senate to the status of Research Student, and shall report to the College Graduate School at least once a year as to his or her progress and conduct. The College may suspend or exclude from any course any Research Student whose conduct or progress is unsatisfactory.
4. Every Research Student must register each year, paying the ordinary Registration Fee.
5. A Research Student may be required at the discretion of the Head of the School or Research Institute concerned to report his or her attendance to the supervisor of his or her research, or to the Clerk of Senate, at least once a week in term-time, except during periods when, with the permission of the *Senate*, he or she is prosecuting special study or research elsewhere than in the University or in a College affiliated thereto.
6. A Research Student may be required by his or her supervisor(s) to attend classes in the University related to his or her research topic, and may also be required by his or her supervisor(s) to perform the class exercises and take class examinations; but he or she shall not be eligible for prizes in classes so attended and his or her attendance shall not qualify for graduation.
7. All papers arising out of work done in a School or Research Institute shall be submitted before publication to the Dean of Graduate Studies, and in all such papers, when they are published, a due recognition of the University shall be inserted.

## GENERIC REGULATIONS FOR POSTGRADUATE CERTIFICATES AND DIPLOMAS – COLLEGE OF ARTS

A student admitted onto a programme leading to an award must follow the instructions issued on behalf of the relevant School and be aware of the content of the Programme Specification and the Programme Document (often referred to as the Programme or 'Course' Handbook) which will contain further details on the Programme including, in some cases, further requirements associated with the award.

### 1. Application of Regulations

- 1.1 These regulations apply without modification to the awards listed in §9 below.
- 1.2 These regulations apply also to the awards listed in §10 below subject to alternative requirements described in the relevant Programme Document. The requirements for these awards may vary only in respect of duration of study (§3), requirements for the award (§7) to reflect the requirements of professional or statutory bodies, or progress to a Masters degree (§8).

### 2. Admission

Before being considered for admission to study for an award to which these Regulations apply, a candidate must normally have obtained a degree or equivalent.

### 3. Duration of Study

The minimum period of study for the award of a Certificate or Diploma is one semester and one academic session respectively. The maximum period for full-time study is 12 calendar months of registered study. The maximum period within which all candidates must complete the programme is four years from the date of initial registration.

### 4. Programme Components

4.1 In order to qualify for an award in respect of the programmes specified in §9 - §10 below, a candidate must complete minimum credits<sup>18</sup> as follows:

- a) For the award of a Postgraduate Diploma: 120 credits of taught courses.
- b) For the award of a Postgraduate Certificate: 60 credits of taught courses.

4.2 The taught courses will normally be undertaken during the academic session (September - June) and are specified in the relevant Programme Document.

### 5. Minimum Requirement for the Award of Credits

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at §16.40 - §16.44 of the 'University Fees and General Information for Students' section in the *University Calendar*.

### 6. Assessment

6.1 Regulations for assessment are, insofar as not modified by these regulations, governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*.

6.2 Courses for which the candidate has registered must be counted towards the calculation of the candidate's grade point average for the purposes of §7<sup>19</sup> and §8 unless other provision is justified by good cause circumstances affecting the candidate.

This regulation applies where course registration continues:

- a) on the date on which the first summative assessment for that course is to be submitted; or
- b) on such other date as may be specified in the course document for that course.

### 7. Requirements for the Award of a Postgraduate Diploma or Postgraduate Certificate and Rules for Award of Distinction and Merit<sup>20</sup>

7.1 The requirement for the award of a Postgraduate Diploma is a grade point average<sup>21</sup> of 9 (equivalent to D3) or above in 120 credits, with not less than 80 of these credits at grade D or above.

7.2 The requirement for the award of a Postgraduate Certificate is a grade point average of 9 (equivalent to D3) or above in 60 credits, with not less than 40 of these credits at grade D or above.

7.3 A candidate who has achieved a grade point average of 15 (equivalent to B3) at the first sitting will be eligible for the award with Merit. Where the grade point average falls within the range 14.1 and 14.9 the Board of Examiners shall have discretion to make the award with Merit.

7.4 A candidate who has achieved a grade point average of 18 (equivalent to A5) at the first sitting will be eligible for the award with Distinction. Where the grade point average falls within the range 17.1 to 17.9 the Board of Examiners shall have the discretion to make the award with Distinction.

<sup>18</sup> In compliance with the Scottish Credit and Qualification Framework a minimum component of the total credit must be gained from **Masters level** courses (level M/SCQF level 11) as follows: 90 credits for a Postgraduate Diploma, 40 credits for a Postgraduate Certificate.

<sup>19</sup> Except for §7.2, §7.3 and §7.4 where only 60 credits will be counted in the calculation of the grade point average for a Postgraduate Certificate, and any excess credit will be discarded in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

<sup>20</sup> Where there are specific requirements in relation to aggregation scores or the average aggregation score derived from Schedule B (§16.29 and §16.34(b) of the Code of Assessment) these shall be stated in the programme documentation.

<sup>21</sup> The grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. The grade point average is expressed to one decimal place (§16.34 (a) of the Code of Assessment). In determining whether a candidate has satisfied requirements in relation to award and progress, no further rounding is permitted. For example, a grade point average of 8.9 would not satisfy a requirement for a grade point average of 9.

**8. Progress to a Masters Degree<sup>20</sup>**

A candidate may be permitted to progress to study for a Masters degree if a Masters programme in the same subject is available and only if the candidate has obtained a grade point average<sup>21</sup> of 12 (equivalent to C3) in the taught courses described in §4 with at least 75% of these credits at grade D or above and all credits at grade F or above. The Programme Document may specify a course or courses in respect of which a specific grade is a minimum requirement of progression.

**9. Awards to which these Regulations Apply**

The following awards are governed by the above regulations:

**College of Arts**

Certificate in Composition (Music)  
 Certificate in Information Management & Preservation  
 Certificate in Musicology  
 Certificate in Philosophy  
 Certificate in Sonic Arts  
 Diploma in Archaeological Studies  
 Diploma in Celtic & Viking Archaeology  
 Diploma in Composition (Music)  
 Diploma in History  
 Diploma in Information Management & Preservation  
 Diploma in Material Culture & Artefact Studies  
 Diploma in Musicology  
 Diploma in Philosophy  
 Diploma in Sonic Arts

**10. Awards which Include Variations to Clauses 3, 7 and 8 above**

The following awards are governed substantially by the above regulations. The requirements for these awards may vary in respect of duration of study (§3), requirements for the award (§7), or progress to a Masters degree (§8) and such variation will be described in the Programme Document.

**Christie's Education, London**

Certificate in History of Art and Art-World Practice: Art and Architecture from Antiquity to the Middle Ages and Renaissance  
 Certificate in History of Art and Art-World Practice: Arts of China  
 Certificate in History of Art and Art-World Practice: Fine & Decorative Art from the Renaissance to Modern  
 Certificate in History of Art and Art-World Practice: Modern and Contemporary Art  
 Diploma in History of Art and Art-World Practice: Art and Architecture from Antiquity to the Middle Ages and Renaissance  
 Diploma in History of Art and Art-World Practice: Arts of China  
 Diploma in History of Art and Art-World Practice: Fine & Decorative Art from the Renaissance to Modern  
 Diploma in History of Art and Art-World Practice: Modern and Contemporary Art

**GENERIC REGULATIONS FOR MASTERS DEGREES****GENERIC REGULATIONS FOR TAUGHT MASTERS DEGREES – COLLEGE OF ARTS**

The Masters degrees listed in §11 and §12 below are governed by Resolution No. 552 of the University Court which came into effect on 1 October 2005, as subsequently amended, with provision that:

1. The Masters Degrees listed in clauses 11 and 12 of the section entitled 'Regulations' below may be awarded by the University of Glasgow in the Colleges with which these Degrees are identified in these Regulations. Degrees listed in these clauses under the title 'SRUC (Scotland's Rural College)' may be awarded by the University on the recommendation of that College.
2. The Senate may make Regulations, which are subject to the approval of the University Court, governing the award of these degrees - these are stated in clauses 1 to 10 of the section entitled 'Regulations'.
3. The awards of Postgraduate Diploma and Postgraduate Certificate are also included in the Regulations.

## REGULATIONS

A student admitted onto a programme leading to an award must follow the instructions issued on behalf of the relevant School and be aware of the content of the Programme Specification and the Programme Document (often referred to as the Programme or 'Course' Handbook) which will contain further details on the Programme including, in some cases, further requirements associated with the award.

### 1. Application of Regulations

- 1.1 These regulations apply without modification to the degrees listed in §11 below.
- 1.2 These regulations apply also to the degrees listed in §12 below subject to alternative requirements described in the relevant Programme Document. The requirements for these degrees may vary only in respect of duration of study (§3) or progress (§7) to reflect the requirements of professional or statutory bodies.

### 2. Admission

Before being considered for admission to study for an award to which these Regulations apply, a candidate must normally have obtained a degree or equivalent.

### 3. Duration of Study

The minimum period of study for the award of a Masters degree is 12 calendar months. The maximum period for full-time study is 24 calendar months of registered study. The maximum period within which all candidates must complete the programme is five years from the date of initial registration.<sup>22</sup>

### 4. Programme Components

- 4.1 In order to qualify for an award in respect of the programmes specified in §11 and §12, a candidate must complete minimum credits<sup>23</sup> as follows:
  - i) For the award of a Masters degree: 180 credits, which includes both taught courses and a 60 credit (or more) dissertation or other substantial independent work.
  - ii) For the award of a Postgraduate Diploma: 120 credits of taught courses.
  - iii) For the award of a Postgraduate Certificate: 60 credits of taught courses.
- 4.2 The taught courses will normally be undertaken during the academic session (September – June) and are specified in the relevant Programme Document. The length and nature of the dissertation or other substantial independent work is as specified in the relevant Programme Document.

### 5. Minimum Requirement for the Award of Credits

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at §16.40 – §16.44 of the 'University Fees and General Information for Students' section in the *University Calendar*.

### 6. Assessment

- 6.1 Regulations for assessment are, insofar as not modified by these regulations, governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*.
- 6.2 Courses for which the candidate has registered must be counted towards the calculation of the candidate's grade point average for the purposes of §7, §9 and §10<sup>24</sup> unless other provision is justified by good cause circumstances affecting the candidate.

This regulation applies where course registration continues:

- a) on the date on which the first summative assessment for that course is to be submitted; or
- b) on such other date as may be specified in the course document for that course.

<sup>22</sup> For programmes with a minimum period of study of three years, the maximum period within which candidates must complete the programme is six years from the date of initial registration.

Where a candidate has progressed to study under §8 of the Generic Regulations for Postgraduate Certificates and Diplomas that candidate's duration of study for the Masters degree shall be counted as the period since first registration for the Postgraduate Certificate or Diploma.

<sup>23</sup> In compliance with the Scottish Credit and Qualification Framework a minimum component of the total credit must be gained from **Masters level** courses (level M/SCQF level 11) as follows: 150 credits for a Masters Degree, 90 credits for a Postgraduate Diploma, 40 credits for a Postgraduate Certificate.

<sup>24</sup> Except for §10.2 and §10.3 where only 60 credits will be counted in the calculation of the grade point average for a Postgraduate Certificate, and any excess credit will be discarded in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

## 7. Candidates for a Masters Degree: Progress<sup>25</sup>

- 7.1 A candidate will be permitted to progress to preparation of the dissertation, or other substantial independent work required by the degree, only if he or she has obtained a grade point average<sup>26</sup> of 12 (equivalent to C3) or above in the taught courses described in §4 with at least 75% of the credits at grade D3 or better and all credits at grade F or above. The Programme Document may specify a course or courses in respect of which a specific grade is a minimum requirement of progression. Exceptionally, a candidate may be permitted to progress to the dissertation or other substantial independent work where it is judged<sup>27</sup> that the candidate's performance offers a reasonable prospect of that candidate's reaching the standard required for the award of the Masters degree following reassessment.
- 7.2 A candidate who has commenced study midway through an academic session will be permitted to progress to preparation of the dissertation, or other substantial independent work, only if he or she has obtained a grade point average of 12 (equivalent to C3) or above in the taught courses assessed by the end of the session in which study was commenced, with at least 75% of the credits at grade D3 or better and all credits at grade F or above. The Programme Document may specify a course or courses in respect of which a specific grade is a minimum requirement of progression. Exceptionally, a candidate may be permitted to progress to the dissertation or other substantial independent work where it is judged<sup>27</sup> that the candidate's performance offers a reasonable prospect of that candidate's reaching the standard required for the award of the Masters degree following reassessment.
- 7.3 A candidate may be required to commence work on the dissertation or other substantial work before the assessment of the taught courses referred to in §4 has been completed. Such a requirement shall not indicate that the candidate has satisfied the requirements for award in relation to the taught courses. In the event that subsequently the grade point average for the taught courses, after all opportunities at assessment have been exhausted, is less than 12, the candidate will not be eligible for the award of the Masters degree, and the following will apply:
- If the dissertation or other substantial independent work has been submitted, it will be marked and a grade published.
  - If the dissertation or other substantial independent work has not been submitted but is substantially complete and no further supervisory input is required, the candidate may submit the work by the published deadline. The work will be marked and a grade published.
  - If the dissertation or other substantial independent work is not substantially complete or requires further supervisory input, the work should be discontinued and no submission made. No grade will be published for the candidate.

## 8. Reassessment of the Dissertation

- 8.1 Where a candidate requires a higher grade in the dissertation or other substantial independent work to satisfy the requirements set out in §9.1, reassessment of that dissertation or other substantial independent work will be permitted on one occasion only, under such conditions as the Examiners may prescribe in each particular case. Normally, resubmission should be no later than three months after the date of the meeting of the Board of Examiners. There is no automatic entitlement to repeat any previous practical work associated with the dissertation or substantial independent work or to undertake further practical work.
- 8.2 Where at the time of publication of the grade achieved on the dissertation or other substantial work a candidate has exhausted all assessment opportunities on the taught courses referred to in §4 and his or her grade point average is less than 12, a resubmission will only be permitted where the Board determines that no further supervisory input is required.

## 9. Requirements for the Award of a Masters Degree and Rules for Award of Distinction and Merit<sup>25</sup>

- 9.1 A candidate will be eligible for the award of the degree on obtaining a grade point average<sup>26</sup> of 12 (equivalent to C3) or above in the taught courses described in §4, with at least 75% of these credits at grade D3 or better, and all credits at grade F or above, and obtaining a grade D or better in the dissertation or other substantial independent work.
- 9.2 A candidate who has achieved at the first attempt a grade point average of 15 (equivalent to B3) or above for the taught courses and grade B3 or above for the dissertation or other substantial independent work will be eligible for the award with Merit. Where the grade point average for the taught courses falls within the range 14.1 and 14.9 the

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<sup>25</sup> Where a programme has specific requirements in relation to aggregation scores or the average aggregation score derived from Schedule B (§16.29 and §16.34(b) of the Code of Assessment) these shall be stated in the programme documentation.

<sup>26</sup> The grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. The grade point average is expressed to one decimal place (§16.34 (a) of the Code of Assessment). In determining whether a candidate has satisfied requirements in relation to progress and award, no further rounding is permitted. For example, a grade point average of 11.9 would not satisfy a requirement for a grade point average of 12.

<sup>27</sup> This judgment is normally made by the Board of Examiners or in cases where there is no scheduled meeting, the Convener of the Board of Examiners.

Board of Examiners shall have discretion to make the award with Merit. No discretion can be applied in relation to the grade required for the dissertation or other substantial independent work.

- 9.3 A candidate who has achieved at the first attempt a grade point average of 18 (equivalent to A5) or above for the taught courses and grade A5 or above for the dissertation or other substantial independent work will be eligible for the award with Distinction. Where the grade point average for the taught courses falls within the range 17.1 to 17.9 the Board of Examiners shall have the discretion to make the award with Distinction. No discretion can be applied in relation to the grade required for the dissertation or other substantial independent work.

**10. Requirements for the Award of a Postgraduate Diploma or Postgraduate Certificate and Rules for Award of Distinction and Merit<sup>25</sup>**

- 10.1 The requirement for the award of a Postgraduate Diploma is a grade point average<sup>26</sup> of 9 (equivalent to D3) in 120 credits, with not less than 80 of these credits at grade D or above.
- 10.2 The requirement for the award of a Postgraduate Certificate is a grade point average of 9 (equivalent to D3) in 60 credits, with not less than 40 of these credits at grade D or above.
- 10.3 These awards may be granted with Merit or Distinction according to the criteria specified in §9.2 and §9.3 above.

**11. Degrees<sup>28</sup> to which these Regulations Apply**

The following degrees are governed by the above regulations:

***College of Arts***

- Master of Letters (MLitt) American Studies
- Master of Letters (MLitt) Ancient Cultures
- Master of Letters (MLitt) Archaeological Studies
- Master of Letters (MLitt) Art History: Art: Politics: Transgression: 20<sup>th</sup> Century Avant-Gardes
- Master of Letters (MLitt) Art History: Dress & Textile Histories
- Master of Letters (MLitt) Art History: History of Collecting & Collections
- Master of Letters (MLitt) Art History: Technical Art History: Making & Meaning
- Master of Letters (MLitt) Art History: The Renaissance in Northern Europe & Italy
- Master of Letters (MLitt) Celtic & Viking Archaeology
- Master of Letters (MLitt) Celtic Studies
- Master of Letters (MLitt) Classics
- Master of Letters (MLitt) Comparative Literature
- Master of Letters (MLitt) Creative Practice (Popular Music Studies)
- Master of Letters (MLitt) Creative Writing
- Master of Letters (MLitt) Creative Writing (Distance Learning)
- Master of Letters (MLitt) Curatorial Practice (Contemporary Art)<sup>29</sup>
- Master of Letters (MLitt) Early Modern History
- Master of Letters (MLitt) Fantasy
- Master of Letters (MLitt) Film & Television Studies
- Master of Letters (MLitt) History
- Master of Letters (MLitt) History (with an emphasis on the History of Medicine)
- Master of Letters (MLitt) Material Culture & Artefact Studies
- Master of Letters (MLitt) Medieval History
- Master of Letters (MLitt) Medieval & Renaissance Studies
- Master of Letters (MLitt) Modern History
- Master of Letters (MLitt) Modern Languages & Cultures
- Master of Letters (MLitt) Modernities
- Master of Letters (MLitt) Music Industries (Popular Music Studies)
- Master of Letters (MLitt) Philosophy
- Master of Letters (MLitt) Playwriting & Dramaturgy
- Master of Letters (MLitt) Popular Music Studies
- Master of Letters (MLitt) Religion, Literature & Culture
- Master of Letters (MLitt) Scottish History

<sup>28</sup> Each of these degree programmes also offer awards of Postgraduate Diploma and Postgraduate Certificate with the same title (see §10 above).

<sup>29</sup> Delivered in conjunction with The Glasgow School of Art.

Master of Letters (MLitt) Theatre History  
 Master of Letters (MLitt) Theatre Practices  
 Master of Letters (MLitt) Theatre Studies  
 Master of Letters (MLitt) Victorian Literature  
 Master of Letters (MLitt) War Studies  
 Master of Music (MMus) Historically Informed Performance Practice (Musicology)  
 Master of Music (MMus) Historically Informed Performance Practice (Performance)  
 Master of Music (MMus) Sonic Arts  
 Master of Science (MSc) Applied Linguistics & English Language  
 Master of Science (MSc) Creative Industries & Cultural Policy  
 Master of Science (MSc) English Language & English Linguistics  
 Master of Science (MSc) Film-Making & Media Arts  
 Master of Science (MSc) Gender History  
 Master of Science (MSc) Information Management & Preservation  
 Master of Science (MSc) Landscape: Integrated Research & Practice  
 Master of Science (MSc) Media Management  
 Master of Science (MSc) Museum Studies (Artefacts & Material Cultures)  
 Master of Science (MSc) Museum Studies (Dress & Textile Histories)  
 Master of Science (MSc) Museum Studies (History of Collecting & Collections)  
 Master of Science (MSc) Museum Studies (Theory & Practice)  
 Master of Science (MSc) Philosophy  
 Master of Science (MSc) Translation Studies: Translation & Professional Practice  
 Master of Science (MSc) Values-Based Practice: Faith Communities  
 Master of Science (MSc) Values-Based Practice: Health & Social Care  
 Master of Science (MSc) Values-Based Practice: Peacebuilding  
 Master of Theology (MTh) Religion, Literature & Culture

## 12. Degrees<sup>28</sup> which include Variations to Regulations 3 and 7 Above

The following degrees are governed substantially by the above regulations. The requirements for these degrees may vary in respect of duration of study (§3) or progress (§7) and such variation will be described in the Programme Document.

### **Christie's Education, London**

Master of Letters (MLitt) History of Art and Art-World Practice: Art and Architecture from Antiquity to the Middle Ages and Renaissance  
 Master of Letters (MLitt) History of Art and Art-World Practice: Arts of China  
 Master of Letters (MLitt) History of Art and Art-World Practice: Fine & Decorative Art from the Renaissance to Modern  
 Master of Letters (MLitt) History of Art and Art-World Practice: Modern & Contemporary Art  
 Master of Science (MSc) Art, Law & Business

## DEGREE OF MASTER OF LETTERS

### RESOLUTION

The Degree of Master of Letters is governed by Resolution No. 576 of the University Court which came into effect on 1 September 2006, as subsequently amended, with provision that:

1. The Degree of Master of Letters (MLitt) may be awarded by the Senate of the University of Glasgow in the Colleges of Arts and Social Sciences.
2. a) A candidate for the Degree may undertake research in accordance with the provisions of Schedule A<sup>30</sup> as set out in the Regulations. Such research shall be prosecuted in the University of Glasgow or in another institution recognised for the purpose.
- b) Colleges and Graduate Schools may allow the candidate's research to be conducted in an institution external to the University of Glasgow. The choice of such an institution will be determined *ad hoc* and only where there exists clear alignment of the candidate's proposed research with the aims and objectives of the institution

<sup>30</sup> Schedule B, pertaining to the award of the degree following a prescribed course of study, has been deleted from the Regulations.

proposed, and where the institution can demonstrate ability to provide an appropriate level of supervision of the candidate. A full-time member of staff of a recognised institution may be nominated to Senate either as a supervisor or as an internal examiner although such an individual may not be nominated as an examiner if he or she has previously supervised the candidate's work. In cases where an employee of the institution acts as supervisor or internal examiner, a member of staff from an appropriate subject area in the University will also be appointed.

3. Each candidate for the Degree, before being admitted to research qualifying therefor, must have:
  - a) obtained a degree in any institution of higher education specially recognised for this purpose by the University Court on the recommendation of the Senate, provided always that a diploma or a certificate recognised in like manner as equivalent to a degree may be accepted in place of a degree; and,
  - b) satisfied the Senate of his or her fitness to undertake advanced study.
4. A candidate who is a full-time student shall follow a programme of research in the University or another institution recognised for the purpose for not less than two years.

The period of study for a candidate who is a part-time student shall be at least one year longer than that prescribed for full-time students.

These provisions notwithstanding, the College may on special cause shown

- a) extend the prescribed period of study for any full-time candidate by not more than one year; or,
- b) reduce the prescribed period of study by up to one year.

Full-time candidates for the degree are normally required to attend classes in the University and to be available in the relevant School(s) during the summer vacation for both work on, and supervision of, the dissertation.

5. A member of the teaching staff of the University, or a person who holds an appointment as Research Assistant or Research Fellow of the University of Glasgow and is paid through the Finance Office or directly by a grant-aiding body approved by the University Court, may notwithstanding offer himself or herself for the Degree of Master of Letters if he or she has prosecuted a course of research on a part time basis for a period of not less than two years.
6. Each candidate for the Degree by research shall submit a thesis on a subject falling within his or her special study. The candidate may also be required to undergo oral and/or practical examination.
7. The examiners for the Degree shall be such professors and lecturers in the University as the Senate shall designate and such additional examiners as the University Court, on the recommendation of the Senate shall appoint. The College shall designate a professor or lecturer in the University to supervise the study of each candidate for the Degree. The supervisor shall report on the progress of the candidate at appropriate intervals as determined by the College.
8. The Degree shall in no case be conferred on persons who have not satisfied the conditions hereinbefore set forth, and shall not be conferred as an Honorary Degree except in the conditions contained in Ordinance of the University Court No. 109, Glasgow No. 28.

## REGULATIONS

### Schedule A - Master of Letters by Research

1. Admission to study for the Degree will normally be granted only from the beginning of the academical year.
2.
  - a) The following institution is recognised for the purpose of section 1 of the Resolution:
 

The Glasgow School of Art.
  - b) On the recommendation of the College concerned, and of the Senate, the University Court may recognise, in the case of individual candidates, other institutions for the purpose of section 2 of the Resolution, where satisfactory arrangements can be made for the supervision of a candidate.
  - c) A full-time member of staff of a recognised institution may be nominated to Senate as a supervisor or as an internal examiner or a member of a Special Committee. In such cases, a member of staff from an appropriate subject area in the University shall be appointed also.
3. The time limit for submission of theses is two years from first registration for full-time students and three years from first registration for part-time students. Students who have reached the time limit without submitting a thesis may apply annually to the Higher Degrees Committee or equivalent for an extension of one year, giving reasons for the delay and/or evidence of progress. Any such submissions must be supported by the supervisor or Head of School. On completion of the research the candidate shall present a thesis; normally 30,000 to 40,000<sup>31</sup> words in length, embodying the results of the work for examination for the degree.

<sup>31</sup> Except in the College of Arts where a maximum of 70,000 words is normally permitted.

4. A candidate must submit two copies of the thesis which may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School. The thesis must include a summary (250-750 words) which must be an adequate and informative abstract of the work.

In Music, candidates may present themselves in Musicology, Musical Composition or Sonic Arts. In Musical Composition the candidate shall present a portfolio of composed music or work of equivalent creative depth or complexity comprising at least two pieces with a combined duration of at least 80 minutes. The portfolio may comprise instrumental, vocal or electroacoustic works or any combination thereof. It should include a written commentary of 5,000-7,000 words on the works contained. In Sonic Arts the candidate shall present a thesis of 20,000-40,000 words and project (weighted together: 100%). The project may be presented as a portfolio exemplifying and illustrating the thesis. This might involve a software/hardware project with details of its design and specification, and a description of its implementation. A research project would outline the design of experiments and present documentation and interpretation of the results. The thesis and the project taken shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under Clause 2 of the Resolution.

5. Students must also comply with the detailed requirements for research degrees published by the appropriate Graduate School.
6. a) In the College of Social Sciences the thesis must be written in English and an oral defence may be required.  
b) In the College of Arts the thesis must normally be written and defended in English. Exceptionally, however, at the time of application the College Higher Degrees Committee (or equivalent) may approve arrangements whereby the thesis may be written and defended in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Higher Degrees Committee and where the School and the Higher Degrees Committee are satisfied that appropriate arrangements can be made for supervision and examination.
7. The normal standard of admission will be that of First or upper Second Class Honours but another qualification, being a qualification approved by the University Court as provided in §3 of the Resolution may be accepted by the College as being suitable for the programme of study which it is proposed that the applicant should follow.
8. a) Candidates on a full-time basis must be available for regular supervision in the University throughout the period of study, except when given permission to prosecute research elsewhere in accordance with §2.  
b) Candidates on a part-time basis must attend the University of Glasgow for a minimum total period prescribed by the College Graduate School and must be available for regular supervision throughout their period of study unless given permission otherwise. Colleges may also prescribe a minimum number of meetings for which candidates must be available to meet their Supervisor.
9. If the Examiners consider that the thesis, portfolio, or project work has not achieved the standard required for the award of the Degree, the candidate may be permitted to revise the theses, portfolio or project and resubmit it, on one occasion only, under such conditions as the Examiners may prescribe in each particular case. Normally, resubmission should be no later than six months after the date of the meeting of the Board of Examiners.
10. If approved for the degree, one hard-bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

## DEGREE OF MASTER OF PHILOSOPHY

### RESOLUTION

The Degree of Master of Philosophy is governed by Resolution No. 575 of the University Court which came into effect on 1 September 2008, as subsequently amended, with provision that:

1. The Degree of Master of Philosophy (MPhil) may be awarded by the University of Glasgow in each of the Colleges.
2. a) A candidate for the Degree may undertake research in accordance with the provisions of Schedule B or Schedule C<sup>32</sup> as set out in the Regulations below.<sup>33</sup> Such study shall be prosecuted in the University of Glasgow or The Glasgow School of Art or in another institution recognised for the purposes of study and research.

<sup>32</sup> Schedule C is published in The Glasgow School of Art section of the *University Calendar*.

<sup>33</sup> Schedule A, pertaining to the award of the Degree following a prescribed course of study, has been deleted from the Regulations.

- b) Colleges and Graduate Schools may allow the candidate's research to be conducted in an institution external to the University of Glasgow. The choice of such an institution will be determined *ad hoc* and only where there exists clear alignment of the candidate's proposed research with the aims and objectives of the institution proposed, and where the institution can demonstrate ability to provide an appropriate level of supervision of the candidate. A full-time member of staff of a recognised institution may be nominated to Senate *either* as a supervisor *or* as an internal examiner although such an individual may not be nominated as an examiner if he or she has previously supervised the candidate's work. In cases where an employee of the institution acts as supervisor or internal examiner, a member of staff from an appropriate subject area in the University will also be appointed.
3. Every candidate for the Degree, before being admitted to a programme of research qualifying therefore, (a) must have obtained a Degree in any Institution of Higher Education specially recognised for this purpose by the University Court on the recommendation of the Senate, provided always that a diploma or a certificate recognised in like manner as equivalent to a Degree may be accepted in place of a Degree and (b) must have satisfied the Senate of his or her fitness to undertake advanced study.
4. A candidate who is a full-time student shall follow a programme of study by research in the University or another Institution recognised for the purpose:
- a) in the College of Arts, the College of Medical, Veterinary & Life Sciences and the College of Social Sciences, for 12 months, and
- b) in the College of Science & Engineering, for 24 months.
- The period of study for a candidate who is a part-time student shall be at least one year longer than that prescribed for full-time students.
- These provisions notwithstanding, the Colleges may on special cause shown extend the prescribed period of study for any full-time candidate by not more than one year.
5. The College shall designate a Professor or Lecturer in the University to supervise the study of each candidate. The supervisor shall report at appropriate intervals as determined by the College on the progress of the candidate.
6. On the conclusion of his or her period of study each candidate shall present for such written examination as may be prescribed by the Senate and may be required to submit a dissertation. The candidate may also be required to undergo oral and/or practical examination.
7. The examiners for the Degree shall be such Professors and Lecturers in the University as the Senate shall designate and such additional examiners as the University Court, on the recommendation of the Senate shall appoint.
8. The Degree shall in no case be conferred on persons who have not satisfied the conditions hereinbefore set forth and shall not be conferred as an Honorary degree except on the conditions contained in Ordinance of the University Court No. 109, Glasgow No. 28.
9. The regulations for the Degree shall be as stated in the Schedules hereto.

#### **Schedule B - Master of Philosophy by Research**

1. Admission to study for the Degree will normally be granted from the beginning of the academic year.
2. The normal standard of admission will be that of a Degree with First or Upper Second Class Honours but another qualification, being a qualification approved by the University Court as provided in section 2 of the Resolution, may be accepted by the College as being suitable for the programme of research which it is proposed that the applicant should follow.
3. The minimum period of prescribed research for the Degree shall be:
- a) in the College of Arts, the College of Medical Veterinary and Life Sciences and the College of Social Sciences, one year's full-time study or two years' part-time study, and
- b) in the College of Science & Engineering two years' full-time study or four years' part-time study.
- The candidate shall prosecute this research under the supervision of a member of staff from the appropriate subject area appointed by the College Higher Degrees Committee (or equivalent) on the recommendation of the Head of School. The Higher Degrees Committee shall have power for special reasons to permit a candidate to pursue study elsewhere for part of the prescribed period. The College Graduate School shall organise research training course(s) as appropriate for each research student.
- A part-time candidate, and in the College of Science & Engineering a full-time candidate, shall be subject to the College requirements for progress prior to being permitted to progress to a subsequent year of study.
4. a) On completion of the research the candidate shall present a thesis or a portfolio of work. The thesis shall normally be 30,000 to 40,000 words in length, embodying the results of the work for examination for the degree. The composition of the portfolio will be defined and agreed with the supervisor at the outset. The candidate must expect to attend an oral examination unless specified otherwise by the Graduate School.

- b) Subject to §4(a) above, the thesis and portfolio must normally be written and defended in English. Exceptionally, however, in the College of Arts at the time of application the College Higher Degrees Committee may approve arrangements whereby the thesis may be written and defended in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School, and the Higher Degrees Committee, and where the School and the Higher Degrees Committee are satisfied that appropriate arrangements can be made for supervision and examination.
5. A candidate must submit the thesis or portfolio for examination within six months of the conclusion of the statutory period of full-time or part-time study specified by regulation. The College will specify the date of commencement of part-time study. In exceptional circumstances, and on submission of a stated case, an extension of six months may be approved by the College Higher Degrees Committee.
  6. A candidate must submit two bound typewritten or printed copies of the thesis or portfolio accompanied by a declaration that the research has been carried out and the submission composed by the candidate, and that the submission has not been accepted in fulfilment of the requirements of any other degree or professional qualification. The submitted copies of the thesis or portfolio may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.
  7. If the Examiners consider that the thesis or portfolio, has not achieved the standard required for the award of the Degree, the candidate may be permitted to revise the thesis or portfolio and resubmit it, on one occasion only, under such conditions as the Examiners may prescribe in each particular case. Normally, resubmission should be no later than six months after the date of the meeting of the Board of Examiners.
  8. If approved for the degree, one hard-bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.
  9. In addition to these regulations, each student must also comply with the detailed requirements for research degrees published by the relevant Graduate School.

## DEGREE OF MASTER OF SCIENCE

### RESOLUTION

The Degree of Master of Science is governed by Resolution No. 558 of the University Court which came into effect on 1 October 2006, as subsequently amended, with provision that:

1. The Degree of Master of Science (MSc) may be awarded by the University of Glasgow in each of its Colleges; the Degrees of Master of Science (Adult & Continuing Education), Master of Science (Adult & Continuing Education (Teaching Adults)), Master of Science (Adult & Continuing Education (Community Development)) and Master of Science (Inter-professional Science Education and Communication) in the College of Social Sciences, the Degree of Master of Science (Medical Science) and the Degree of Master of Science (Veterinary Science) in the College of Medical, Veterinary & Life Sciences.
2. The Degree of Master of Science may also be awarded on the recommendation of SRUC (Scotland's Rural College).
3. The Degree of Master of Science or the Degree of Master of Science (Inter-professional Science Education and Communication), or the Degree of Master of Science (Medical Science) or the Degree of Master of Science (Veterinary Science) may be conferred (a) as an Honorary degree upon persons who have done work deserving of such recognition in any School in the Colleges of Medical, Veterinary & Life Sciences and Science & Engineering, (b) *iure officii* upon any person holding office in the University who is not already a graduate of the University.
4. The Senate may make regulations, which are subject to the approval of the University Court, governing the award of these Degrees – these are set out in the section entitled 'Regulations' below.

### REGULATIONS

1. Candidates for the Degree may undertake, subject to the decision of the College concerned, research in accordance with the requirements of Schedule A below.<sup>34</sup>

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<sup>34</sup> Schedule B, pertaining to the award of the Degree following a prescribed course of study, and Schedule C, pertaining to the award of the Degree following a programme of work-based learning, have been deleted from the Regulations.

Such research shall be prosecuted in the University of Glasgow or in another institution recognised for the purpose by the University Court on the recommendation of the Senate, except as provided under Clause 4 below.

2. Before being admitted to study qualifying for the Degree of Master of Science, every candidate must satisfy the following conditions, namely:
    - a) i) he or she must have obtained a Degree in a University or College recognised for this purpose by the University Court on the recommendation of the Senate, or a Degree awarded by the Council for National Academic Awards; *or*
    - ii) he or she must have obtained a diploma or certificate recognised as equivalent to a Degree for this purpose by the University Court on the recommendation of the Senate; *or*
    - iii) in the case of the intercalated Master of Science (Veterinary Science), he or she must be registered on and have successfully completed three years of the Bachelor of Veterinary Medicine and Surgery; *or*
    - iv) in exceptional circumstances, he or she must have obtained such other qualification(s) as may be recognised for this purpose by the University Court on the recommendation of the Senate; *and*
  - b) he or she must have fulfilled such other entrance requirements as may be specified for a particular programme of research; *and*
  - c) he or she must have satisfied the Senate of his or her fitness to undertake advanced study.
3. a) Candidates may be permitted to pursue research on either a full-time or a part-time basis. Full-time candidates must devote the major part of the day to their studies; provided that candidates shall be subject to the same provisions regarding minimum periods of study as full-time candidates if they have pursued their studies while holding appointment as a member of the teaching staff of the University of Glasgow, or as a Research Assistant or Research Fellow of the University of Glasgow paid through the Finance Office or directly by a grant-awarding body approved by the University Court.
  - b) The minimum period of study for each candidate shall be determined by the appropriate College at the time of his or her admission, according to his or her qualifications and other relevant factors, and shall normally be:
    - i) for full-time candidates, either twelve months or two academic years of full-time study;
    - ii) for part-time candidates, either two or three academic years of part-time study.
  - c) To qualify for the shorter minimum periods of study specified in (b) above, candidates should normally possess a Degree with Honours of the First or Second Class of an approved University, or a qualification deemed equivalent by the College concerned.
  - d) Where the longer minimum period of study has been initially prescribed but the candidate has made sufficient progress, the Senate may subsequently reduce the total period of study to not less than twelve months of full-time study or two academic years of part-time study as appropriate.
4. The Senate may for special reasons permit a candidate, whether full-time or part-time, to prosecute part of his or her studies elsewhere, provided that normally at least half of the candidate's total period of study is prosecuted in the University of Glasgow or in a recognised Institution.
  5. The College concerned shall designate for each candidate a supervisor who shall report at least once a year to the College Graduate School on the progress of the candidate.

#### **Schedule A: Master of Science by Research**

1. Research Students within the meaning of Ordinance 350 (General No 12) may be candidates for the Degree of Master of Science, or Master of Science (Medical Science) or Master of Science (Veterinary Science) in any appropriate area of study in the College of Medical, Veterinary & Life Sciences and Science & Engineering and Social Sciences.
2. On completion of the prescribed period of research, each candidate shall present a thesis embodying the results of his work. The thesis must be in English. The thesis may be either a record of original research, or a critical review of existing knowledge. In either case, either a written or an oral examination, or both, may be required, and candidates shall be notified of such requirements through their supervisors.
3. In no case shall the thesis required from a candidate be submitted before the completion of twelve months from the date of his admission as a research student. Except by special permission of the Senate, a thesis may not be presented after the lapse of 12 months from the date on which the candidate ceases to be a registered student.
4. Application for examination for the Degree of MSc, or the Degree of MSc (Medical Science) or the Degree of MSc (Veterinary Science), must be submitted in accordance with the procedures of the appropriate College, details of which may be obtained from the College Graduate School on request.
5. A Committee of Examiners shall be appointed to examine the thesis of each candidate. The Committee shall consist of one or more members appointed by the Senate, together with one or more external examiners appointed by the University Court on the recommendation of the Senate. The Examiners shall conduct such oral

and written examinations as they may desire or as the Senate may prescribe in each case, but in no case shall the examination of the thesis constitute less than half of the final assessment.

6. A candidate must submit two bound printed or typewritten copies of his or her thesis. The thesis must include a summary (250-1,000 words), which must be accompanied by a declaration by the candidate that it has been composed by himself or herself. The candidate must also state the extent to which he or she has availed himself or herself of the work of others, and must further state which portions of the thesis, if any, he or she claims as original. The submitted copies of the thesis may be soft-bound but otherwise should generally conform to the British Standards Institution's *Recommendations for the Presentation of Theses and Dissertations* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.
7. If the Examiners consider that the thesis, portfolio, or project work has not achieved the standard required for the award of the Degree, the candidate may be permitted to revise the thesis, portfolio or project and resubmit it, on one occasion only, under such conditions as the Examiners may prescribe in each particular case. Normally, resubmission should be no later than 6 months after the date of the meeting of the Board of Examiners.
8. If approved for the degree, one bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

#### **Schedule D: General Provisions**

1. a) The following institutions are recognised for the purpose of Section 2 of the Resolution:

##### **College of Medical, Veterinary & Life Sciences**

Central Public Health Laboratory, Colindale  
 Centre for Environment, Fisheries and Aquaculture Science  
 Centre for Integrated Research & Understanding of Sleep, University of Sydney, Australia  
 Children's Hospital, Tabriz, Iran  
 Department of Clinical Physics and Bioengineering of the West of Scotland Health Boards  
 Department of Economics, Faculty of Social Sciences, Lagos State University, Nigeria  
 European Molecular Biology Laboratory, Heidelberg  
 Fisheries Research Services, Freshwater Laboratory, Pitlochry  
 Fisheries Research Services, Marine Laboratory, Aberdeen  
 Glasgow and West of Scotland Blood Transfusion Service  
 Glaxo SmithKline, Stevenage  
 Institute for Animal Health, Compton Laboratory, Newbury, Berkshire  
 Macaulay Land Use Research Institute Moredun Research Institute, Pentlands Science Park, Penicuik  
 National Institute for Biological Standards and Control  
 Natural History Museum  
 Papworth Hospital  
 Royal Botanic Garden, Edinburgh  
 Scottish Association for Marine Science, Dunstaffnage Marine Laboratory  
 Scottish Crops Research Institute, Invergowrie  
 Specialist Virology Laboratory, Gartnavel General Hospital  
 SRUC (Scotland's Rural College)  
 Swarts Center Inst for Neyral Computation University of California San Diego La Jolla USA  
 The Fredric Rieders Foundation 2300 Stratford Avenue, Willow Grove PA 19090  
 The Pirbright Institute, Ash Road, Pirbright, Woking, Surrey  
 Universities Marine Biological Station, Millport  
 Virginia Commonwealth University

##### **College of Science & Engineering**

Colorado Center for Astroynamics Research, University of Colorado, Boulder, USA  
 Department of Physics/MAX-lab, University of Lund, Sweden  
 Deutsches Electronen Synchrotron Laboratory (DESY) Hamburg  
 Diamond Light Source  
 European Nuclear Research Centre (CERN), Geneva  
 European Synchrotron Radiation Facility  
 Fermi National Accelerator Laboratory, Chicago, IL, USA  
 GSI (Society for Heavy Ion Research) Darmstadt, Germany

Henrich-Heine University, Dusseldorf, Germany  
 Institute for Cosmic Ray Research, University of Tokyo  
 Institute Laue-Langevin  
 Institute of Nuclear Physics, University of Mainz, Germany  
 ISIS Pulsed Neutron and Muon Source  
 Jefferson Accelerator Laboratory, Newport, News, VA, USA  
 Johns Hopkins University, Baltimore, USA  
 LIGO Hanford Observatory, Hanford USA  
 LIGO Livingston Observatory, Livingston USA  
 MRC Mitochondrial Biology Unit, Cambridge, UK  
 NERC Centre for Ecology and Hydrology Laboratories  
 Queen Elizabeth University Hospital, Glasgow  
 Scottish Universities Environmental Research Centre  
 University of California at San Diego, La Jolla, California, USA  
 University of Dar Es Salaam  
 University of Hanover Faculty of Physics/Albert Einstein Institute

- b) On the recommendation of the College concerned, and of the Senate, the University Court may recognise, in the case of individual candidates, other appropriate institutions for the purpose of Section 2 of the Resolution, where satisfactory arrangements can be made for the supervision of the candidate.
- c) A full-time member of staff of a recognised institution may be nominated to Senate *either* as a supervisor *or* as an internal examiner or a member of a Special Committee. In such cases, a member of staff from an appropriate subject area in the University shall be appointed also.

## NON GENERIC MASTERS REGULATIONS

### DEGREE OF MASTER OF FINE ARTS IN CREATIVE WRITING

#### RESOLUTION

The Degree of Master of Fine Arts in Creative Writing is governed by Resolution No. 659 of the University Court, which at the time of publication was in draft form. The provisions of the Resolution are as follows:

1. The Degree of Master of Fine Arts (MFA) in Creative Writing may be awarded by the Senate of the University of Glasgow in the College of Arts;
2. The Senate shall have power to make such regulations governing the award of the Degree as may be approved by the University Court, and these shall be as stated under 'Regulations' below;
3. The early exit award of Master of Philosophy (MPhil) is also included in the Regulations.

#### REGULATIONS

##### 1. Admission

Before being considered for admission to study for the Degree, a candidate must normally have obtained a Masters degree in Creative Writing with Merit or Distinction or have gained experience or have completed works deemed by the College of Arts Higher Degrees Committee to provide equivalent evidence of suitability for study.

##### 2. Duration of Study

- 2.1 The minimum period of study for the award of the Degree is two years of full-time study or four years of part-time study.
- 2.2 The requirements of the programme, including submission of the portfolio described in §3.1, must be completed within three years of first registration for a full-time candidate and within five years for a part-time candidate. Where the College has approved suspension of study for a period of time, the maximum period of study permitted shall be extended by the approved period of suspension.

##### 3. Structure of Programme

- 3.1 The programme will consist of the completion of core seminars as specified in the programme handbook and submission of a portfolio of 40,000-60,000 words, to include a creative project and essay of written work, as further specified in the programme handbook.
- 3.2 A candidate must be available for supervision in the University throughout the period of study except when given permission to pursue research elsewhere.
- 3.3 A candidate must satisfactorily complete such formal research training and any other attendance requirements as set down by the College.

3.4 Progress for a candidate to subsequent years of study is dependent on satisfactory performance at annual progress review. Failure to meet College requirements at annual progress review without good cause may result in exclusion from further study.

#### 4. Portfolio

4.1 Each candidate for the Degree shall present for the approval of the Senate the portfolio referred to at §3.1 accompanied by a declaration signed by the candidate that the portfolio has been produced by himself or herself.

4.2 The portfolio shall be a minimum of 40,000 and a maximum of 60,000 words including references, bibliography and appendices in each case. A candidate who wishes to submit a portfolio of greater or lesser length must seek prior permission of the College Higher Degrees Committee.

4.3 The portfolio shall be examined by one or more examiners appointed by the Dean of Graduate Studies on behalf of Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the Dean of Graduate Studies on behalf of the University Court and Senate. No person who has been involved in the direct supervision of the candidate may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener (see §4.5 below) and shall act as an examiner in the normal way. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external.<sup>35</sup> A portfolio may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the Dean of Graduate Studies.

4.4 A candidate for the Degree must present himself or herself for oral or other examination by the Committee of Examiners on the subject matter of the portfolio and its context. The requirement for an oral examination shall be observed at the first submission of the portfolio. In undertaking an oral or other examination the candidate must follow any requirements for the assessment as stated by the Graduate School.

4.5 A Convener shall be appointed by the Convener of the Higher Degrees Committee or its equivalent committee to convene the oral examination and to report on the agreed recommendations of the Committee of Examiners to the appropriate College Committee.

The Convener will be responsible for the following:

- a) making the arrangements for an oral examination and ensuring that this is normally held no later than three months after the submission of the portfolio;
  - b) attending the whole examination and ensuring that it is conducted in a fair manner and is of a reasonable duration;
  - c) assisting the examiners to reach a consensus, noting that, subject to the authority of Senate, the view of the External Examiner shall normally prevail;
  - d) arranging for the report stating the recommendation of the Committee of Examiners to be signed at the conclusion of the examination;
  - e) after the oral, co-ordinating the completion of a joint report detailing the requirements for revision or resubmission and providing this to the candidate.
- 4.6 The supervisor shall not normally be present at the oral examination but shall be available to the Committee of Examiners for consultation. If the candidate makes a request in writing to the Convener for the supervisor to be present at the oral examination, this should normally be permitted. The request should be made no later than one week before the date of the oral.
- 4.7 Where a candidate has been permitted to resubmit a portfolio for examination, an oral shall also be held other than in exceptional circumstances, where the Convener, on the recommendation of the Committee of Examiners, may seek the agreement of the Dean of Graduate Studies to set aside the requirement for an oral examination after resubmission. In such circumstances the agreement of the candidate must be obtained, otherwise the candidate shall have the right to insist on an oral being held.
- 4.8 Where a candidate has been permitted to resubmit the portfolio, it shall normally be on one occasion only. The resubmitted portfolio shall be examined by the Committee of Examiners appointed for the first submission or by the Committee of Examiners appointed for the second submission.
- 4.9 The portfolio must normally be written and defended in English. Exceptionally, however, at the time of application the College Graduate School Board (or equivalent) may approve arrangements whereby the portfolio may be written and defended in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Graduate School Board and where the School and the Graduate School Board are satisfied that appropriate arrangements can be made for supervision and examination.

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<sup>35</sup> The Clerk of Senate may waive the requirement for two of the examiners to be external where the candidate's appointment is not regarded as one that might compromise the impartiality of an Internal Examiner.

## 5. Submission of Portfolio

- 5.1 In submitting a portfolio a candidate must state any sources from which information is derived, the extent to which he or she has availed himself or herself of the work of others, and the portions of the portfolio which he or she claims as original.
- 5.2 Two copies of the portfolio must be submitted. The submission must include a summary of 250 - 1000 words. The summary must be an adequate and informative abstract of the work, suitable for publication by the University. The submitted copies of the portfolio may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.
- 5.3 In signing a submission form, the supervisor is confirming that the work was undertaken by the candidate. The wording of the form makes it clear that the supervisor's signature does not endorse that the work has been completed nor does it indicate that the portfolio has achieved the required standard for the award of the degree. A candidate may submit a portfolio against the advice of the supervisor but in such cases the supervisor may state the position in a report submitted to the Convener of the Committee of Examiners.
- 5.4 If approved for the degree, one hard-bound copy of the portfolio and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten.

## 6. Award of the Degree and Recommendation of the Examiners of the Candidate's Portfolio

- 6.1 The examiners of the candidate's portfolio will recommend to the Higher Degrees Committee one of the following outcomes:
  - a) the Degree be awarded unconditionally.
  - b) the Degree be awarded subject to certain minor corrections of detail or of presentation specified by the examiners. These shall not involve changes of substance to the portfolio. The corrections shall normally be carried out within one month of receipt of the specifications to the satisfaction of the internal examiner.
  - c) the Degree be awarded subject to certain changes of substance in a specific element or elements of the portfolio specified by the examiners. These shall not involve a revision of the whole portfolio or of a major proportion of it. They may, however, include a requirement to carry out a further period of research in order to strengthen the portfolio. The revisions shall be carried out within a timescale determined by the examiners and shall be confirmed by all of the examiners.
  - d) the portfolio as a whole is unacceptable. The candidate is invited to resubmit the portfolio taking account of the comments of the examiners. The resubmitted portfolio will be examined on one occasion only. It will be resubmitted within a timescale to be determined by the examiners but normally no later than nine months after the date of the joint report notifying the candidate of the requirements for revision. A resubmission fee will be charged to cover the examining costs.
  - e) the portfolio as a whole is unacceptable for the award of a Masters degree and the candidate is invited to revise and resubmit the portfolio for the degree of Master of Philosophy.
  - f) no degree be awarded.

## 7. Requirements for the Exit Award of Master of Philosophy

- 7.1 The exit award of Master of Philosophy (Creative Writing) is available at the end of year 1 of the Degree Programme on satisfactory completion of core seminar(s), formal research training and attendance requirements stipulated for year 1 together with submission of a portfolio of 17,000-30,000 words. A candidate for the exit award of MPhil may be required by the examiners to present him or herself for oral or other examination. Resubmission of the portfolio will be permitted on one occasion only within a timescale to be determined by the examiners but normally no later than six months after the date of notifying the candidate of the requirements for revision.

## DEGREE OF MASTER OF MUSIC

### RESOLUTION

The Degree of Master of Music is governed by Resolution No. 579 of the University Court which came into effect on 1 September 2007. The provisions of the Resolution are as follows.

1. The Degree of Master of Music (MMus) may be awarded by the Senate of the University of Glasgow in the College of Arts.
2. The Senate may make regulations, which are subject to the approval of the University Court, governing the award of the Degree – these are set out in the section entitled 'Regulations' below.

3. The College Higher Degrees Committee (or equivalent) shall consider all matters relating to the Degree and shall report to the Senate thereon. It shall be competent for the Higher Degrees Committee to make recommendations to the Senate with regard to the appointment of Examiners for the Degree.
4. It shall be competent for the University Court, on the recommendation of the Senate, to recognise as teachers of the University for the purposes of the Degree such lecturers and other officers of the Royal Conservatoire of Scotland as, having responsibility for research or courses qualifying for the Degree, may be proposed for such recognition by the Higher Degrees Committee:
5. a) The Examiners for the Degree shall be such professors and lecturers of the University as the Senate shall designate, together with teachers of the Royal Conservatoire of Scotland appointed in accordance with section (b) below; and such external examiners as may be appointed by the University Court.  
b) The University Court may appoint as an examiner for the Degree, but not as an external examiner, any teacher recognised in accordance with Clause 4 hereof.

## REGULATIONS

1. Each candidate for the Degree must be a Bachelor of Music with Honours or a Master of Arts with Honours in Music of the University, or must have obtained an equivalent degree or qualification from another University or Institution of Higher Education recognised for this purpose by the University Court on the recommendation of the Senate, and must satisfy entrance requirements which shall be determined by the Head of Music. The normal standard of admission shall be that of a Degree with First or Upper Second Class Honours, or the equivalent and admission to study for the Degree shall normally be granted only from the beginning of the academic year.
2. The minimum period of study or research for the Degree shall be determined by the Head of Music for each candidate according to his or her qualifications at the time of his or her admission, and shall normally be:
  - a) for a full-time candidate, either 12 months or two sessions of study or research;
  - b) for a part-time candidate, either two or three sessions of study or research.The Higher Degrees Committee may exceptionally permit a candidate to pursue study elsewhere for part of the prescribed period.
3. Each candidate shall prosecute his or her research under the supervision of a primary and a secondary supervisor, both being teachers of the University and appointed by the College Higher Degrees Committee on the recommendation of the Head of Music. The primary supervisor shall be a teacher of the University in a subject area appropriate to the candidate's research.
4. The Music section in the School of Culture & Creative Arts shall be responsible for the research for the Degree, for the co-ordination of any supervision or teaching arrangements, and for providing the courses and seminars accompanying the individual research work.
5. Each candidate must normally undertake the Postgraduate Research Training Courses in Information Technology and Library Skills, provided by the Arts and Humanities Graduate School before presenting their submission.
6. Each candidate must undertake a programme of study and research in Musicology, or Composition, or Sonic Arts, within which his or her curriculum shall follow the prescription set out in the programme documentation. The thesis, portfolio of compositions, or major project work prescribed shall, in each case, contribute 60% of the assessment weight of the programme.
7. The thesis, portfolio or project work must be presented for examination within 11 months of the date of initial registration as a postgraduate student in the College of Arts (23 months in the case of part-time study). In exceptional circumstances an extension of six months may be approved by the College Higher Degrees Committee.
8. The Examiners shall conduct such oral and written examinations as they may desire or as the Senate may prescribe. A candidate may be required to present himself or herself for an oral or other examination.
9. Each candidate must submit two bound, typewritten or printed, copies of the thesis and/or musical scores. These must be accompanied by a declaration that the research/composition has been carried out, and the thesis and/or musical scores composed, by the candidate, and that the material of the submission has not been accepted in fulfilment of the requirements of any other degree or professional qualification. In the case of musical compositions, the score submitted may be generated by notation software or hand-written in indelible, ink and should conform to standard criteria reflecting current professional practice. The submitted copies of the thesis may be soft-bound but otherwise should generally conform to the British Standard Institution's Recommendations for the presentation of theses (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.
10. If the Examiners consider that the thesis, portfolio, or project work has not achieved the standard required for the award of the Degree, the candidate may be permitted to revise the theses, portfolio or project and resubmit it, on one occasion only, under such conditions as the Examiners may prescribe in each particular case. Normally, resubmission should occur no later than six months after the date of the meeting of the Board of Examiners.

11. If approved for the degree, one hard-bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

## DEGREE OF MASTER OF PHILOSOPHY IN TEXTILE CONSERVATION

### RESOLUTION

The Degree of Master of Philosophy in Textile Conservation is governed by Resolution No. 627 of the University Court which came into effect on 1 September 2010 with provision that:

1. The Degree of Master of Philosophy (MPhil) in Textile Conservation may be awarded by the Senate of the University of Glasgow in the College of Arts.
2. The Senate may make regulations governing the award of the Degree which are subject to approval of the University Court – these are set out in the section entitled 'Regulations' below.
3. The award of Postgraduate Certificate, Postgraduate Diploma and Master of Science are also included in the Regulations.

### REGULATIONS

A student admitted onto the programme leading to this award must follow the instructions issued on behalf of the relevant School and be aware of the Programme Specification and the Programme Document (often referred to as the Programme or 'Course' Handbook) which will contain details on the Programme including, in some cases, further requirements associated with the award.

#### 1. Admission

Before being considered for admission to study for the Master of Philosophy in Textile Conservation a candidate must normally have obtained a degree or equivalent.

#### 2. Duration of Study

The minimum period of study for the award of the degree is two years. The maximum period for full-time study is four years of registered study. The minimum period for part-time study is four years. The maximum period within which all candidates must complete the programme is eight years from the date of initial registration.

#### 3. Programme Components

- 3.1 The programme will consist of taught courses delivering 240 credits, a placement delivering 60 credits and a dissertation delivering 60 credits.
- 3.2 Early exit awards will be available as follows:
  - a) Postgraduate Certificate: 60 credits of taught courses
  - b) Postgraduate Diploma: 120 credits of taught course
  - c) Master of Science: 180 credits, which include 120 credits of taught courses and 60 credits obtained from a placement.

#### 4. Minimum Requirement for the Award of Credits

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at §16.40 – §16.44 in the 'University Fees and General Information for Students' section of the University Calendar.

#### 5. Assessment

- 5.1 Regulations for assessment are, in so far as not modified by these regulations, governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the University Calendar.
- 5.2 Where a candidate remains enrolled on a course either:
  - a) on the date on which the first summative assessment for that course is to be submitted; or
  - b) on such other date as may be specified in the course document for that course;

that course must normally (unless other provision is justified by good cause circumstances affecting the candidate) be counted towards the calculation of his or her grade point average for the purposes of §6, §8 and §9.

#### 6. Progress

- 6.1 A candidate will be permitted to progress to undertake the placement only if he or she has obtained a grade

point average<sup>36</sup> of 12 (equivalent to C3) or above in 120 credits of taught courses referred to in §3 above with at least 75% of the credits at D3 or better and all credits at grade F or above. Exceptionally, a candidate may be permitted to progress to the placement where it is judged<sup>37</sup> that the candidate's performance offers a reasonable prospect of that candidate's reaching the standard required for the award of the Masters degree following reassessment.

- 6.2 A full-time candidate is required to achieve grade D or above in the placement in order to progress to year 2 of the programme. A part-time candidate is required to complete the placement at grade D or above in order to progress to subsequent taught courses.
- 6.3 A candidate will be permitted to progress to preparation of the dissertation only if he or she has obtained a grade point average of 12 (equivalent to C3) or above in the 240 credits of taught courses referred to in §3 above with at least 75% of the credits at D3 or better and all credits at grade F or above, and grade D or above for the placement. Exceptionally, a candidate may be permitted to progress to the dissertation where it is judged that the candidate's performance offers a reasonable prospect of that candidate's reaching the standard required for the award of the Masters degree following reassessment.
- 6.4 A candidate may be required to commence work on the dissertation or other substantial work before the assessment of the taught courses referred to in §3.1 has been completed. Such a requirement shall not indicate that the candidate has satisfied the requirements for award in relation to the taught courses. In the event that subsequently the grade point average for the taught courses, after all opportunities at assessment have been exhausted, is less than 12, the candidate will not be eligible for the award of the Masters degree, and the following will apply:
  - If the dissertation or other substantial independent work has been submitted, it will be marked and a grade published.
  - If the dissertation or other substantial independent work has not been submitted but is substantially complete and no further supervisory input is required, the candidate may submit the work by the published deadline. The work will be marked and a grade published.
  - If the dissertation or other substantial independent work is not substantially complete or requires further supervisory input, the work should be discontinued and no submission made. No grade will be published for the candidate.

## 7. Reassessment of the Placement and Dissertation

Where a candidate requires a higher grade in the dissertation and/or the placement to satisfy the requirements set out in §8.1, reassessment of the placement and/or of the dissertation will each be permitted on one occasion only, under such conditions as the Examiners may prescribe. Normally resubmission shall be no later than three months after the date of the meeting of the Board of Examiners. There is no automatic entitlement to repeat any previous practical work associated with the placement or the dissertation or to undertake further practical work.

## 8. Requirements for the Award of a Masters Degree and Rules for Award of Distinction and Merit

- 8.1 A candidate will be eligible for the award of the degree on obtaining a grade point average<sup>36</sup> of 12 (equivalent to C3) or above in the 240 credits of taught courses described in §3, with at least 75% of these credits at grade D3 or better, and all credits at grade F or above, and obtaining a grade D or better in the placement and in the dissertation.
- 8.2 A candidate who has achieved at the first attempt a grade point average of 15 (equivalent to B3) or above for the taught courses and grade B3 or above for the placement and for the dissertation will be eligible for the award with Merit. Where the grade point average for the taught courses falls within the range 14.1 and 14.9 the Board of Examiners shall have discretion to make the award with Merit. No discretion can be applied in relation to the grade required for the placement and for the dissertation.
- 8.3 A candidate who has achieved at the first attempt a grade point average of 18 (equivalent to A5) or above for the taught courses and grade A5 or above for the placement and for the dissertation will be eligible for the award with Distinction. Where the grade point average for the taught courses falls within the range 17.1 to 17.9 the Board of Examiners shall have the discretion to make the award with Distinction. No discretion can be applied in relation to the grade required for the placement or for the dissertation.

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<sup>36</sup> The grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. The grade point average is expressed to one decimal place (§16.34 (a) of the Code of Assessment). In determining whether a candidate has satisfied requirements in relation to progress and award, no further rounding is permitted. For example, a grade point average of 11.9 would not satisfy a requirement for a grade point average of 12.

<sup>37</sup> This judgment is normally made by the Board of Examiners or in cases where there is no scheduled meeting, the Convener of the Board of Examiners.

### 9. Requirements for the Exit Awards of a Postgraduate Certificate (Textile Conservation), Postgraduate Diploma (Textile Conservation) and Master of Science (Textile Conservation) and Rules for the Award of Distinction and Merit

- 9.1 The requirement for the award of a Postgraduate Certificate is a grade point average<sup>36</sup> of 9 (equivalent to D3) or above in 60 credits, with not less than 40 of these credits at grade D or above.
- 9.2 The requirement for the award of a Postgraduate Diploma is a grade point average of 9 (equivalent to D3) or above in 120 taught courses, with not less than 80 of these credits at grade D or above.
- 9.3 The requirement for the award of the Master of Science is a grade point average of 12 (equivalent to C3) or above in 120 taught courses, with not less than 80 of these credits at grade D or above, and a grade D or above for the placement.
- 9.4 These awards may be granted with merit or distinction according to the criteria specified in §8.2 and §8.3 above.

## DEGREE OF MASTER OF RESEARCH

### RESOLUTION

The Degree of Master of Research is governed by Resolution No. 645 of the University Court which came into effect on 1 September 2012 with provision that:

1. The Degree of Master of Research (MRes) may be awarded by the University of Glasgow in the College of Arts.
2. The Senate may make Regulations, which are subject to the approval of the University Court, governing the award of this Degree. These shall be stated under 'Regulations' below.
3. The award of Postgraduate Certificate is also included in the Regulations.

### REGULATIONS

A student admitted onto a programme leading to the award must follow any instructions issued on behalf of the relevant School and be aware of the content of the Programme Specification and any Programme Document (often referred to as the Programme or 'Course' Handbook) which may contain further details on the Programme including, in some cases, further requirements associated with the award.

#### 1. Application of Regulations

These regulations apply to the degrees listed in §10 below.

#### 2. Admission

Before being considered for admission to study for an award to which these Regulations apply, a candidate must normally have obtained a degree or equivalent.

#### 3. Duration of Study

The minimum period of study for the award of the Degree is 12 calendar months. The maximum period for full-time study is 24 calendar months of registered study. The maximum period within which all candidates must complete the programme is five years from the date of initial registration.

#### 4. Programme Components

4.1 In order to qualify for an award in respect of the degrees listed in §10, a candidate must complete minimum credits<sup>38</sup> as follows:

- i) For the award of a Masters degree: 180 credits, which includes both at least 60 credits of taught courses and a dissertation or other substantial independent work worth at least 90 credits.
- ii) For the award of a Postgraduate Certificate: 60 credits of taught courses.

4.2 The taught courses will normally be undertaken during the academic session (September – June) and are specified in the relevant Programme Specification. The credit weighting of the dissertation or other substantial independent work may be 90, 100 or 120 credits. The curriculum for a candidate must be agreed with the Programme Convener.

#### 5. Minimum Requirement for the Award of Credits

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at §16.40 – §16.44 of the 'University Fees and General Information for Students' section in the *University Calendar*.

<sup>38</sup> In compliance with the Scottish Credit and Qualification Framework a minimum component of the total credit must be gained from **Masters level** courses (level M/SCQF level 11) as follows: 150 credits for a Masters Degree and 40 credits for a Postgraduate Certificate.

## 6. Assessment

- 6.1 Regulations for assessment are, insofar as not modified by these regulations, governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*.
- 6.2 Courses for which the candidate has registered must be counted towards the calculation of the candidate's grade point average for the purposes of §7, §8.1 and §9 unless other provision is justified by good cause circumstances affecting the candidate.

This regulation applies where course registration continues:

- a) on the date on which the first summative assessment for that course is to be submitted; or
- b) on such other date as may be specified in the course document for that course.

## 7. Candidates for a Masters Degree: Progress

- 7.1 A candidate will be permitted to progress to preparation of the dissertation, or other substantial independent work required by the Degree, only if he or she has obtained a grade point average<sup>39</sup> of 12 (equivalent to C3) or above in the taught courses referred to in §4 with at least 75% of the credits at grade D3 or better and all credits at grade F or above. The Programme Document may specify a course or courses in respect of which a specific grade is a minimum requirement of progression. Exceptionally, a candidate may be permitted to progress to the dissertation or other substantial independent work where it is judged<sup>40</sup> that the candidate's performance offers a reasonable prospect of that candidate's reaching the standard required for the award of the Masters degree following reassessment.
- 7.2 A candidate who has commenced study midway through an academic session will be permitted to progress to preparation of the dissertation, or other substantial independent work, only if he or she has obtained a grade point average of 12 (equivalent to C3) or above in the taught courses assessed by the end of the session in which study was commenced, with at least 75% of the credits at grade D3 or better and all credits at grade F or above. The Programme Document may specify a course or courses in respect of which a specific grade is a minimum requirement of progression. Exceptionally, a candidate may be permitted to progress to the dissertation or other substantial independent work where it is judged<sup>40</sup> that the candidate's performance offers a reasonable prospect of that candidate's reaching the standard required for the award of the Masters degree following reassessment.

## 8. Requirements for the Award of a Masters Degree

- 8.1 A candidate will be eligible for the award of the Degree on obtaining a grade point average<sup>39</sup> of 12 (equivalent to C3) or above in the taught courses referred to in §4, with at least 75% of these credits at grade D3 or better, and all credits at grade F or above, and on being awarded a Pass following examination of the dissertation or other substantial independent work in accordance with the provisions of §8.2.
- 8.2 The examiners of the candidate's dissertation or other substantial independent work will recommend one of the following outcomes:
- a) the dissertation or other substantial independent work be awarded a Pass unconditionally.
  - b) the dissertation or other substantial independent work be awarded a Pass subject to certain minor corrections of detail or of presentation specified by the examiners. These shall not involve changes of substance to the dissertation or other substantial independent work. The corrections shall normally be carried out within one month of receipt of the specifications to the satisfaction of the internal examiner.
  - c) the dissertation or other substantial independent work be awarded a Pass subject to certain changes of substance in a specific element or elements of the dissertation or other substantial independent work specified by the examiners. These shall not involve a revision of the whole dissertation or other substantial independent work or of a major proportion of it. The revisions shall be carried out within a timescale determined by the examiners and shall be confirmed by both the internal and external examiners.
  - d) the dissertation or other substantial independent work as a whole is unacceptable on the grounds of unsatisfactory content, with no opportunity to resubmit.

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<sup>39</sup> The grade point average is determined with reference to the schedule of grades and grade points contained in Schedule A of the University's Code of Assessment. The grade point average is calculated by taking the product of each course's weight and the candidate's grade points and dividing the sum of these products by the sum of the courses' weights. The weights shall correspond to the courses' credit ratings unless specified otherwise in the relevant programme documentation. The grade point average is expressed to one decimal place (§16.34 (a) of the Code of Assessment). In determining whether a candidate has satisfied requirements in relation to progress and award, no further rounding is permitted. For example, a grade point average of 11.9 would not satisfy a requirement for a grade point average of 12.

<sup>40</sup> This judgment is normally made by the Board of Examiners or in cases where there is no scheduled meeting, the Convener of the Board of Examiners.

## 9. Requirements for the Exit Award of a Postgraduate Certificate and Rules for Award of Merit and Distinction

- 9.1 The requirement for the exit award of a Postgraduate Certificate is a grade point average<sup>39</sup> of 9 (equivalent to D3) in 60 taught credits, with not less than 40 of these credits at grade D or above.
- 9.2 The exit award of Postgraduate Certificate may be granted with Merit to a candidate who has achieved at the first attempt a grade point average of 15 (equivalent to B3) in 60 credits of taught courses.
- 9.3 The exit award of Postgraduate Certificate may be granted with Distinction to a candidate who has achieved at the first attempt a grade point average of 18 (equivalent to A5) in 60 credits of taught courses.

## 10. Degrees to which these Regulations Apply

The following degrees are governed by the above regulations:

MRes American Studies  
 MRes Archaeology  
 MRes Celtic Studies  
 MRes Classics  
 MRes English Language  
 MRes English Literature  
 MRes Film & Television Studies  
 MRes Gaelic  
 MRes Gàidhlig  
 MRes History  
 MRes History of Art  
 MRes Information Studies  
 MRes Modern Languages  
 MRes Music  
 MRes Scottish Literature  
 MRes Scottish Studies  
 MRes Theatre Studies  
 MRes Theology & Religious Studies

## DEGREE OF MASTER OF THEOLOGY

### RESOLUTION

The Degree of Master of Theology is awarded under Resolution No. 578 of the University Court which came into effect on 1st September 2007. The relevant provisions of the Resolution are as follows:

1. The Degree of Master of Theology (MTh) may be awarded by the Senate of the University of Glasgow in the College of Arts.
2. The Senate may make regulations, which are subject to the approval of the University Court, governing the award of the Degree – these are set out in the section entitled 'Regulations' below.
3. Candidates for the Degree may undertake either research in accordance with the provisions of these Regulations in Schedule A, or a prescribed course of study in accordance with the provisions of Schedule B.
4. Before being admitted to study qualifying for the Degree of Master of Theology a candidate must:
  - a) have obtained the Degree of Bachelor of Divinity in the University of Glasgow or in another University recognised for this purpose by the University Court on the recommendation of the Senate, provided that the Senate may, with the approval of the University Court, admit a candidate with such other qualifications as it may approve for this purpose; or,
  - b) have satisfied the Senate of his or her fitness to undertake advanced study.
5. Candidates may be permitted to pursue a course of prescribed study or research on either a full-time or a part-time basis. The minimum period of study for each candidate shall be one academic year of full-time study or two academic years of part-time study.

Candidates shall be subject to the same provisions regarding minimum periods of study as full-time candidates if they have pursued their studies while holding appointment as a member of the teaching staff of the University of Glasgow, or as a Research Assistant or Research Fellow of the University of Glasgow paid through the Finance Office or directly by a grant-awarding body approved by the University Court.

6. The College shall designate for each candidate a supervisor who shall report at least once a year to the College on the progress of the candidate.

**Schedule A - Master of Theology by Research**

1. On completion of the prescribed period of research each candidate shall present a thesis embodying the results of his work. The thesis must be in English and shall not exceed 40,000 words. The candidate may also be required to undergo oral examination.
2. Except by special permission of the Senate, a thesis may not be presented later than four years from the date of the candidate's admission.
3. A candidate must submit two bound typewritten copies of the thesis. The thesis must be accompanied by a declaration by the candidate that the research has been carried out and the thesis composed by the candidate, and that the thesis has not been accepted in fulfilment of the requirements of any other degree or professional qualification. The submitted copies of the thesis may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.
4. The examiners for the Degree shall be such Professors and Lecturers in the University as the Senate shall designate, and such additional examiners as the University Court, on the recommendation of the Senate, shall appoint. The Examiners shall conduct such oral and written examinations as they may desire or as the Senate may prescribe. A candidate may be required to present himself or herself for an oral or other examination.
5. If the Examiners consider that the thesis, portfolio, or project work has not achieved the standard required for the award of the Degree, the candidate may be permitted to revise the theses, portfolio or project and resubmit it, on one occasion only, under such conditions as the Examiners may prescribe in each particular case. Normally, resubmission should be no later than 6 months after the date of the meeting of the Board of Examiners.
6. If approved for the degree, one hard-bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

**Schedule B - Master of Theology by Prescribed Courses**

1. The Senate may on the recommendation of the College of Arts institute courses of study for the Degree of Master of Theology in any appropriate subjects in the College. Such courses may be made available on a full-time or on a part-time basis.
2. The syllabus for the Degree shall comprise three courses of guided reading and a dissertation on a subject to be approved by the Course Director. Two of the three courses must be taken from the courses offered in Theology and Religious Studies and one may be any other such postgraduate level courses offered in the College of Arts or Social Sciences as shall from time to time be approved by the College. Any amendments to the list of courses shall be submitted by the College to the Senate for its approval. Each course and the dissertation shall be weighted equally.
3. The examiners for the Degree shall be such Professors and Lecturers in the University as the Senate shall designate, and such additional examiners as the University Court, on the recommendation of the Senate, shall appoint. The Examiners shall conduct such oral and written examinations as they may desire or as the Senate may prescribe. A candidate may be required to present himself or herself for an oral or other examination.
4. Each course shall be assessed by 3 x 3000 word essays, the titles of which will be approved by the relevant Course Director, to be submitted no later than 31st May in the final year of the Degree. The dissertation, to be written in English and not exceeding 15,000 words, shall be submitted by 30th September of the final year of the Degree. The title of the dissertation must be approved by the Course Director. The Senate may, on special cause shown and after consideration of a stated case by the College Higher Degrees Committee (or equivalent), defer the submission dates for the essays (but to no later than 6 months after the 31st May deadline) or for the dissertation (but to no later than one year after the 30th September deadline).
5. The Degree shall be awarded on the basis of an average of 60% over the four constituent elements. The Examiners may permit a candidate who does not achieve this level of performance in a particular course to submit one further essay but only one such re-submission shall be permitted in each course. In the case of a dissertation not achieving the minimum level of performance, the Examiners may permit re-submission in a revised form under such conditions as may be prescribed in each case.
6. The Examiners shall have discretion to recommend that the degree be awarded with Distinction to a candidate whose overall performance has averaged at least 70% with no mark in any one component having fallen below 60%.
7. The Examiners shall have discretion to recommend a Diploma award to a candidate who has completed to a satisfactory standard the course work part of the MTh but who does not proceed, or who is not permitted to proceed, to the dissertation. The Examiners shall have similar discretion in the case of a candidate who is adjudged not to have achieved the MTh standard after submission of the dissertation.

## GENERIC REGULATIONS FOR DOCTORATE DEGREES

### DEGREE OF DOCTOR OF LETTERS

#### RESOLUTION

The Degree of Doctor of Letters is governed by Resolution No. 636 of the University Court which came into effect on 1 September 2011 with provision that:

1. The Degree of Doctor of Letters (DLitt) may be awarded by the Senate of the University of Glasgow.
2. The Senate may make such regulations governing the award of the Degree as may be approved by the University Court.
3. The Degree of Doctor of Letters shall not be conferred upon a person who has not satisfied the conditions set forth in the Regulations; provided always that it shall be in the power of the Senate to award the Degree as an Honorary degree under such regulations as may be made by the Senate with the approval of the University Court.

#### REGULATIONS

##### 1. Eligibility

A person (the applicant) satisfying one of the following conditions may offer him or herself to be a candidate for the Degree of Doctor of Letters:

- a) that he or she is a graduate of the University of Glasgow, after the expiry of seven years from the date of first graduation therein; or
- b) that he or she is a person who holds such office or offices at the University of Glasgow as the Senate may approve, who is not already a graduate of the University of Glasgow, after the expiry of four years' continuous tenure of one or more of these offices provided that not less than seven years has elapsed from the date of his or her first graduation in any University.

##### 2. Confirmation of Candidature

In order to be accepted as a candidate for the Degree, the applicant must submit to the Secretary of the appropriate College the following:

- a) a list of the published work(s) to be presented, together with three copies of each work, and
  - b) an account, to be a minimum of 1000 words in length, of the work(s) submitted describing the theme of the submission, the links and/or the developments occurring between the works, and the overall conclusions, and
  - c) a declaration signed by the applicant indicating the nature and extent of the applicant's own contribution, as well as any contribution of co-authors and other collaborators, to each of the submitted works, and
  - d) a statement identifying any work which has been, or is about to be, submitted for any other Higher Degree or Diploma of any University. Any such work shall not be assessed for the award of the Degree of DLitt in the University of Glasgow.
3. The College Higher Degrees Committee will establish a sub-committee to determine whether a prima facie case for DLitt candidature has been established. The sub-committee may decline to confirm candidature of the applicant if in its opinion the submission does not establish a prima facie case. A precognition fee will be charged, to be deducted in due course from the submission fee if the candidate is examined.

##### 4. Submitted Works

The work(s) submitted shall normally be in English, and shall be a minimum of 70,000 words and a maximum of 100,000 words in length, including references, bibliography and appendices.

##### 5. Examiners

The submission shall be examined by three or more examiners, one of whom shall be appointed by the Dean of Graduate Studies on behalf of the Senate from among the experienced academic staff of the University, and two or more of whom shall be External Examiners, of recognised eminence in the subject of the submission, appointed by the Dean of Graduate Studies on behalf of the University Court and Senate.

##### 6. Award of Degree

The candidate shall be awarded the Degree only if in the opinion of the Senate, on the recommendation of the examiners, the submission demonstrates an original and substantial contribution to the advancement of knowledge in a major field of study and confirms the candidate as a recognised authority in that field.

##### 7. Re-examination

No person will be accepted as a candidate more than twice and no candidate may apply for re-examination until five years have elapsed from the original date of submission.

## DEGREE OF DOCTOR OF PHILOSOPHY

### RESOLUTION

The Degree of Doctor of Philosophy is governed by Resolution No. 507 of the University Court which came into effect on 1 October 2004, as subsequently amended. The provisions of the Resolution are as follows:

1. The Degree of Doctor of Philosophy (PhD) may be awarded by the Senate of the University of Glasgow in each of the Colleges thereof;
2. The Senate shall have power to make such regulations governing the award of the Degree as may be approved by the University Court, and these shall be as stated in Schedules A to D<sup>41</sup>;
3. A candidate for the Degree may either undertake study or research in accordance with the provisions of Schedule A or, in the case of The Glasgow School of Art, Schedule C, or shall present either a published thesis or a published memoir or work or other material in accordance with the provisions of Schedule B or, in the case of The Glasgow School of Art, Schedule D;
4. The Degree of Doctor of Philosophy whether by research or by published work shall in no case be conferred on persons who have not satisfied the conditions set out below, and shall not be conferred as an Honorary Degree;

#### Schedule A: Degree of Doctor of Philosophy by Research

The following regulations are supplemented by a series of Guidance Notes for students which are available with the on-line *University Calendar* which can be found at [www.gla.ac.uk/services/senateoffice/policies/calendar/](http://www.gla.ac.uk/services/senateoffice/policies/calendar/).

1. A research student who has pursued in the University of Glasgow<sup>42</sup>, or in an institution recognised and approved for the purpose, a course of special study or research, may offer himself or herself for the Degree of Doctor of Philosophy under the following conditions:
  - a) that he or she has obtained a degree in any Scottish university, or in another university or college specially recognised for the purpose of this Section by the University Court on the recommendation of the Senate (provided always that a diploma or certificate recognised in like manner as equivalent to a degree may be accepted in place of a degree);
  - b) that he or she has produced to the Senate evidence of satisfactory progress in the special study or research undertaken by him or her;
  - c) that he or she will have been registered for such study on a full-time basis for a period of not less than three academic years, or on a part-time basis for a period of either not less than five years of part-time study or not less than four years, comprising three years of part-time study and one year of full-time study, provided always that the Senate shall have power, in exceptional cases, to reduce the period by one academic year;
  - d) that he or she must be available for supervision in the University throughout the period of study except when given permission to pursue research elsewhere.
  - e) that he or she has pursued such formal research training and any other attendance requirements as set down by the College concerned.
2. The normal standard of admission for a research student will be that of a Degree with First or Upper Second Class Honours in a relevant discipline but another qualification, being a qualification approved by the University Court as provided in Clause 1 above, may be accepted by the relevant College as being suitable for the programme of study which it is proposed that the applicant should follow.
- 3.1 Each candidate for the Degree of Doctor of Philosophy shall present for the approval of the Senate a thesis which shall embody the results of the candidate's special study or research, and which shall be accompanied by a declaration signed by the candidate that the thesis has been composed by himself or herself.
  - a) In the College of Arts and the College of Social Sciences the thesis shall be a minimum of 70,000 and a maximum of 100,000 words including references, bibliography and appendices in each case.
  - b) In the College of Medical, Veterinary & Life Sciences and the College of Science & Engineering the thesis shall be a maximum of 80,000 words excluding references, bibliography and appendices in each case.

A candidate who wishes to submit a thesis of greater or lesser length must seek prior permission of the appropriate College Higher Degrees Committee or equivalent.
- 3.2 A thesis for the degree of PhD shall normally be presented for examination within four years from the date when a candidate first registered for full-time study or eight years from the date when a candidate first registered for part-time study. Where the candidate has registered for a combination of full-time and part-time study, or where the

<sup>41</sup> Schedules C and D are published in The Glasgow School of Art section of the *University Calendar*.

<sup>42</sup> It is possible for students to pursue research off-campus subject always to provisions applied by the College which will reflect the nature of study in the associated discipline.

College has approved suspension<sup>43</sup> of study for a period of time, the maximum period of study permitted shall be equivalent to the duration for full and part-time study plus the approved period of suspension adjusted proportionately.

- 3.3 Where the candidate has fulfilled the prescribed period of full-time or part-time study required by the regulations, and has not submitted the thesis for examination, the candidate shall be registered with a 'thesis pending' status. If further research project work is required, the College may require the candidate to register as a full-time or part-time student. Failure to meet College requirements for progress without good cause may result in exclusion from further study.
- 3.4 The thesis shall be examined by one or more examiners appointed by the Dean of Graduate Studies on behalf of Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the Dean of Graduate Studies on behalf of the University Court and Senate. No person who has been involved in the direct supervision of the candidate may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener (see §3.6 below and Guidance Note 4) and shall act as an examiner in the normal way. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external.<sup>44</sup> A thesis may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the Dean of Graduate Studies.
- 3.5 A candidate for the Degree of PhD must present himself or herself for oral examination by the Committee of Examiners on the subject matter of the thesis and its context. The requirement for an oral examination shall be observed at the first submission of the thesis. In undertaking an oral or other examination the candidate must follow any requirements for the assessment as stated by the Graduate School.
- 3.6 A Convener shall be appointed by the Convener of the Higher Degrees Committee or its equivalent committee to convene the oral examination and to report on the agreed recommendations of the Committee of Examiners to the appropriate College Committee.

The Convener will be responsible for the following:

- a) making the arrangements for an oral examination and ensuring that this is normally held no later than three months after the submission of the thesis;
  - b) attending the whole examination and ensuring that it is conducted in a fair manner and is of a reasonable duration;
  - c) assisting the examiners to reach a consensus, noting that, subject to the authority of Senate, the view of the External Examiner shall normally prevail;
  - d) arranging for the report stating the recommendation of the Committee of Examiners to be signed at the conclusion of the examination;
  - e) after the oral, co-ordinating the completion of a joint report detailing the requirements for revision or resubmission and providing this to the candidate;
- 3.7 The supervisor shall not normally be present at the oral examination but shall be available to the Committee of Examiners for consultation. If the candidate makes a request in writing to the Convener for the supervisor to be present at the oral examination, this should normally be permitted. The request should be made no later than one week before the date of the oral.
  - 3.8 Where a candidate has been permitted to resubmit a thesis for examination, an oral shall also be held other than in exceptional circumstances, where the Convener, on the recommendation of the Committee of Examiners, may seek the agreement of the Dean of Graduate Studies to set aside the requirement for an oral examination after resubmission. In such circumstances the agreement of the candidate must be obtained, otherwise the candidate shall have the right to insist on an oral being held.
  - 3.9 Where a candidate has been permitted to resubmit the thesis, it shall normally be on one occasion only. The resubmitted thesis shall be examined by the Committee of Examiners appointed for the first submission or by the Committee of Examiners appointed for the second submission.

If the Committee of Examiners considers that the thesis has not achieved the standard required for the Degree of PhD but is of sufficient merit to be worthy of an award, it may recommend that the candidate revise the thesis and submit it for consideration for a Masters degree.

4. Particular conditions relating to study or research in the Colleges are set out below. A candidate must also comply with detailed requirements for research degrees published by the relevant Graduate School.

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<sup>43</sup> A College Higher Degrees Committee or equivalent may permit the period of study to be suspended for a defined period when a student is ill or has other personal circumstances which prevent the student from continuing the research. Suspension can be agreed by the College Higher Degrees Committee or equivalent for other reasons, such as student internships. The arrangements for suspension of study shall be in accordance with those of the Research Councils.

<sup>44</sup> The Clerk of Senate may waive the requirement for two of the examiners to be external where the candidate's appointment is not regarded as one that might compromise the impartiality of an Internal Examiner.

**Arts**

The thesis must normally be written and defended in English. Exceptionally, however, at the time of application the College Graduate School Board (or equivalent) may approve arrangements whereby the thesis may be written and defended in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Graduate School Board and where the School and the Graduate School Board are satisfied that appropriate arrangements can be made for supervision and examination. In addition to the requirement for satisfactory completion of a thesis, the candidate will be required to attend training courses as specified by the Graduate School and also, where appropriate, by his or her supervisors. Candidates may be exempted in full or part from this requirement, normally by virtue of training undertaken and recognised by the Graduate School as meeting training requirements.

Where a School determines it to be appropriate, candidates may present a thesis accompanied by a related piece of creative work, for example, a play, a theatrical performance, a translation or computer software. In cases where a performance element is involved, candidates must provide a permanent record of the creative aspect of the overall submission to be deposited with the thesis in the University Library. In such cases, the Graduate School Board shall, in consultation with the supervising School, advise candidates on the minimum length of the thesis component. The Board of Examiners is required to attend a performance of the creative work.

In English Literature, candidates may present themselves for a PhD in a specific Creative Writing genre. Before being considered for admission to study for the award, candidates must normally satisfy the requirements of §1 above, and present sufficient evidence of potential in creative writing, through submission of a portfolio of creative and critical work. Registered candidates must satisfactorily complete, in the first two years, prescribed studies which shall include attendance at writing seminars and/or workshops. Each candidate's progress in the prescribed studies shall be assessed by means of set projects and/or a journal of studies maintained by the candidate. During the third year, under the supervision of a person appointed for the purpose by the College, candidates shall prepare and present for the approval of the Senate, a thesis or portfolio of written work which shall make significant contribution to literature in the generic route chosen, normally containing material worthy of publication. The thesis shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3.1 of the Resolution. Following successful completion of the first two years of study, candidates will be eligible for the award of Master of Philosophy if they elect to end their studies at this stage.

In Film & Television Studies, candidates may present themselves for a practice-based PhD. The candidate shall typically complete a thesis of 30-40,000 words in length and a practical component of significant originality and sophistication (examples might include, but are not limited to, an artistic or experimental video work, documentary, video-essay, a collection of shorts, an exhibition or installation, festival, and so on). In exceptional circumstances a shorter or longer thesis might be agreed, to provide an appropriate balance with the practical component, thereby enabling either the completion of a larger and appropriately sophisticated or complex practical component, or, conversely, to weigh in favour of a longer thesis in relation to a more discrete focus on the practical component. The thesis and practical component taken together shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3.1 of the Resolution.

In Music, candidates may present themselves in Musicology, Musical Composition or Sonic Arts. In Musical Composition the candidate shall present a portfolio of at least two hours composed music or work of equivalent creative depth or complexity, comprising at least three and no more than nine pieces. The portfolio may comprise instrumental, vocal or electroacoustic works or any combination thereof. It should include a written commentary of between 5,000 and 7,000 words on the works contained. The compositions and the commentary taken together shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3 of the Resolution. In Sonic Arts the candidate shall present a thesis of between 40,000 and 80,000 words and project (weighted together: 100%). The project may be presented as a portfolio exemplifying and illustrating the thesis. This might involve a software/hardware project with details of its design and specification, and a description of its implementation. A research project would outline the design of experiments and present documentation and interpretation of the results. The thesis and the project taken together shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3.1 of the Resolution.

**Medical, Veterinary & Life Sciences**

A candidate holding an appointment as a member of the teaching or research staff of the University of Glasgow, paid through the Finance Office or directly by a grant awarding body approved by the University Court, may register part-time whilst being subject to the same provisions regarding minimum periods of full-time study if he or she devotes the major part of the day, typically 75-80% of his or her time, to research studies.

In addition to the requirement for satisfactory completion of a thesis, a candidate will normally be required to attend training courses as specified by the College Graduate School.

**Science & Engineering**

To qualify for the award of a PhD, a candidate must have demonstrated to a Committee of Examiners by the presentation of a thesis and by performance in an oral examination that he or she is capable of:

- a) pursuing original research in his or her specific field of study, and

- b) relating his or her results to the general body of knowledge in the field, and
- c) presenting his or her results in a critical and scholarly manner.

In addition to the requirement for satisfactory completion of a thesis, the candidate will normally be required to attend training courses as specified by the College Graduate School.

### **Social Sciences**

The thesis must normally be written and defended in English. Exceptionally, however, at the time of application the College Higher Degrees Committee may approve arrangements whereby the thesis may be written and defended in a language other than English. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Higher Degrees Committee and where the School and the Higher Degrees Committee are satisfied that appropriate arrangements can be made for supervision and examination.

In addition to the requirement for satisfactory completion of a thesis, the candidate will be required to attend training courses as specified by the Graduate School and also, where appropriate, by his or her supervisors. Candidates may be exempted in full or part from this requirement, normally by virtue of training undertaken and recognised by the Graduate School as meeting training requirements.

#### 5. *Teaching or Research Staff of the University or Recognised Institutions - Candidature for the Degree*

A member of the teaching staff of the University, or a person who holds an appointment as Research Assistant or Research Fellow of the University of Glasgow and is paid through the Finance Office or directly by a grant-aiding body approved by the University Court, or a member of the teaching or research staff of any other institution recognised for the purpose of §1, may notwithstanding offer himself or herself for the Degree of Doctor of Philosophy if he or she has prosecuted a course of special study or research on a part-time basis for a period of not less than three years.

#### 6. *Research in External Institutions*

As permitted in §1, College Graduate Schools may allow the candidate's study or research to be conducted in an institution external to the University of Glasgow. The period of study or research elsewhere shall not normally exceed 12 months except where that study or research is undertaken in an institution or location approved by the appropriate College Committee. The choice of an external institution will be determined *ad hoc* and only where there exists clear alignment of the candidate's proposed study or research with the aims and objectives of the institution proposed, and where the institution can demonstrate ability to provide an appropriate level of supervision of the candidate. A full-time member of staff of a recognised Institution may be nominated by the College Graduate School on behalf of Senate *either* as a supervisor *or* as an internal examiner although such an individual may not be nominated as an examiner if he or she has previously supervised the candidate's work. In cases where an employee of the institution acts as supervisor or internal examiner, a member of staff from an appropriate subject area in the University will also be appointed.

The following institutions are recognised for the purpose of this regulation:

#### **College of Medical, Veterinary & Life Sciences**

Central Public Health Laboratory, Colindale  
 Centre for Environment, Fisheries and Aquaculture Science  
 Centre for Integrated Research & Understanding of Sleep, University of Sydney, Australia  
 Children's Hospital, Tabriz, Iran  
 Department of Clinical Physics and Bioengineering of the West of Scotland Health Boards  
 Department of Economics, Faculty of Social Sciences, Lagos State University, Nigeria  
 European Molecular Biology Laboratory, Heidelberg  
 Fisheries Research Services, Freshwater Laboratory, Pitlochry  
 Fisheries Research Services, Marine Laboratory, Aberdeen  
 Glasgow and West of Scotland Blood Transfusion Service  
 Glaxo SmithKline, Stevenage  
 Institute for Animal Health, Compton Laboratory, Newbury, Berkshire  
 Macaulay Land Use Research Institute Moredun Research Institute, Pentlands Science Park, Penicuik  
 National Institute for Biological Standards and Control  
 Natural History Museum  
 Papworth Hospital  
 Royal Botanic Garden, Edinburgh  
 Scottish Association for Marine Science, Dunstaffnage Marine Laboratory  
 Scottish Crops Research Institute, Invergowrie  
 Specialist Virology Laboratory, Gartnavel General Hospital  
 SRUC (Scotland's Rural College)  
 Swarts Center Inst for Neyral Computation University of California San Diego La Jolla USA

The Fredric Rieders Foundation 2300 Stratford Avenue, Willow Grove PA 19090  
 The Pirbright Institute, Ash Road, Pirbright, Woking, Surrey  
 Universities Marine Biological Station, Millport  
 Virginia Commonwealth University

#### **College of Science & Engineering**

Brigham and Women's Hospital (MIT), Cambridge, Massachusetts, USA  
 Charles University, Faculty of Science, Prague, Czech Republic  
 Colorado Center for Astrodynamics Research, University of Colorado, Boulder, USA  
 Delft Institute of Technology, Delft Centre for Systems and Control, The Netherlands  
 Department of Mathematics, Macquarie University, Australia  
 Department of Applied Physics and Applied Mathematics, University of Columbia, USA  
 Department of Physics/MAX-lab, University of Lund, Sweden  
 Deutsches Elektronen Synchrotron Laboratory (DESY) Hamburg  
 Diamond Light Source  
 Ecole Polytechnique fédérale de Lausanne, Switzerland  
 European Nuclear Research Centre (CERN), Geneva  
 European Synchrotron Radiation Facility  
 Fermi National Accelerator Laboratory, Chicago, IL, USA  
 Gooch & Housego (UK) Ltd, Somerset, UK  
 GSI (Society for Heavy Ion Research) Darmstadt, Germany  
 Henrich-Heine University, Dusseldorf, Germany  
 Institute for Cosmic Ray Research, University of Tokyo  
 Institute Laue-Langevin  
 Institute of Nuclear Physics, University of Mainz, Germany  
 International Atomic Energy Agency, Vienna, Austria  
 ISIS Pulsed Neutron and Muon Source  
 Jefferson Accelerator Laboratory, Newport, News, VA, USA  
 Johns Hopkins University, Baltimore, USA  
 Laboratoire d'étude spatiale et d'instrumentation en astrophysique (LESIA), Observatoire de Paris, France  
 LIGO Hanford Observatory, Hanford USA  
 LIGO Livingston Observatory, Livingston USA  
 Mathematische Institut, Westfälische Wilhelms-Universität Münster, Germany  
 MRC Mitochondrial Biology Unit, Cambridge, UK  
 NERC Centre for Ecology and Hydrology Laboratories  
 Parliamentary Offices for Science and Technology, London, UK  
 Queen Elizabeth University Hospital, Glasgow  
 Scottish Universities Environmental Research Centre  
 Tokyo Institute of Technology, Japan  
 University of California at San Diego, La Jolla, California, USA  
 University of Dar Es Salaam  
 University of Hanover Faculty of Physics/Albert Einstein Institute  
 University of Oregon, Computer and Information Science Department, USA

#### 7. *Submission of Thesis*

In submitting a thesis a candidate must state, generally in the preface and specifically in the notes, the sources from which his or her information is derived, the extent to which he or she has availed himself or herself of the work of others, and the portions of the thesis which he or she claims as original. The thesis must be in English.

In the College of Medical, Veterinary & Life Sciences a candidate must submit three copies of the thesis; in all other Colleges two copies of the thesis must be submitted. In all cases the submission must include a summary of 250 - 1000 words. The summary must be an adequate and informative abstract of the work, suitable for publication by the University. The submitted copies of the thesis may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.

In signing a submission form, the supervisor is confirming that the work was undertaken by the candidate. The wording of the form makes it clear that the supervisor's signature does not endorse that the work has been completed nor does it indicate that the thesis has achieved the required standard for the award of the degree. A candidate may submit a thesis against the advice of the supervisor but in such cases the supervisor may state the position in a report submitted to the Convener of the Committee of Examiners.

If approved for the degree, one hard-bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

#### **Schedule B: Degree of Doctor of Philosophy by Published Work**

1. A person may be admitted as a candidate for the degree of Doctor of Philosophy by published work who:
  - a) i) is a graduate of the University of Glasgow and whose date of submission of his/her thesis is at least five years from the date of his/her first graduation in the University; or
  - ii) is a member of staff who has normally been employed for the full-time equivalent of at least five years and is paid through the University Finance Office or directly by a grant aided body approved by the University Court; or
  - iii) is a former member of staff who has completed the full-time equivalent of a minimum of five years employment and was paid through the University Finance Office or directly by a grant aided body approved by the University Court, and who presents him or herself as a candidate for the degree within one calendar year of leaving the University's employment.
- b) has not been enrolled as a Research Student in the University of Glasgow during the five years preceding the date of submission although the College Higher Degrees Committee (or equivalent) shall have the discretion to entertain applications from candidates who wish to transfer from the conventional PhD; and
- c) does not hold any Doctoral Degree of the University of Glasgow or of any other University or College in the same subject area; and
- d) has been found by the appropriate College to possess *prima facie* a qualification for the Degree.

A College Higher Degrees Committee (or equivalent) shall have the discretion to reduce the qualifying period to three years in the case of full-time members of academic staff in the employment of the University.

2. Subject to the provisions of §9 of Schedule B of this Resolution, candidates for the Degree of Doctor of Philosophy by published work shall present for the approval of Senate published work, which shall be a record of original research undertaken by the candidate, and shall be accompanied by a declaration signed by the candidate detailing the extent to which the research has been done and the work written by himself or herself.
3. Every prospective candidate for the degree shall submit to the appropriate College two copies of the work to be examined together with copies of the following documentation each in triplicate: a curriculum vitae, and an explanatory essay of 2,000 - 5,000 words which justifies the intellectual significance of the submission. Should the submission comprise diverse publications, the explanatory essay should explain the relationship, if any, between the works submitted, including any developments which have occurred between one piece and another.

Material other than books must be bound in a volume in cloth with stiff boards. The layout and binding of the thesis should generally conform to the *Recommendation for the Presentation of Theses and Dissertations* published by the British Standards Institution (BS4821:1990), a summary of which is available in the University Library or may be obtained from the Clerk of the appropriate College. The thesis must include a summary (500 - 1,000 words), which must be an adequate and informative abstract of the work. The summary should be bound with the thesis where possible; and three separate copies of the summary should also be provided.

4. The Dean of Graduate Studies shall nominate a member of staff to give advice to the candidate with regard to the preparation of his/her submission.
5. Preliminary assessment - Only if it is in the opinion of the College Higher Degrees Committee (or equivalent) and of any PG adviser(s) whom it may consult that the work described in the abstract, in the explanatory essay and the publications is of the standard expected for the degree of Doctor of Philosophy by supervised research, will the full application be accepted for consideration.
6. If a full application is permitted by the College Higher Degrees Committee (or equivalent), a candidate must then submit two copies of the work to be examined; both copies, if approved for the Degree, shall become the property of the University.
7. All the materials submitted must normally be in English and may include the following:

Art / artefacts, exhibited or otherwise presented within the public domain; design of exhibitions or events; editorships and curation; public commissions; media presentations including performance, installations and catwalk presentations; mass production; patents and registered designs; new devices including software; reports; other non-textual research output; authored books; authored chapters in books; authored articles in journals and papers and posters.

Materials must be published in terms of the following definition:

A work is normally regarded as published only if it is traceable through ordinary catalogues, abstracts or citation notices, and copies are available to the general public. This will normally require the work to be publicly registered with an ISSN/ISBN number. Material which is unpublished or which has only a restricted circulation is not acceptable in whole or partial fulfilment of the requirements for this degree.

Exceptionally, the College Higher Degrees Committee (or equivalent) may approve the submission and defence of the work in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Higher Degrees Committee (or equivalent), and where the School and Higher Degrees Committee (or equivalent) are satisfied that appropriate examination arrangements can be made.

8. Any work which is about to be included in a submission by the candidate for any other Higher Degree or Diploma either in the University of Glasgow or in any other institution, or which has already been included in a submission, whether successful or unsuccessful, for any other Higher Degree or Diploma in another institution is not admissible in whole or partial fulfilment of the requirements for the Degree of PhD by published work.
9. A candidate may submit work which has resulted from collaborative research and joint authored publications, provided the nature and extent of the candidate's contribution is specified in the accompanying explanatory essay. The candidate must seek confirmation of this from the co-authors or researchers and provide written evidence of such confirmation to the satisfaction of the Higher Degrees Committee (or equivalent).
10. A Higher Degrees Committee (or equivalent) may at its discretion disqualify any submission or part thereof. It is not a necessary requirement for this degree that the work submitted should be published within a defined period.
11. The thesis shall be examined by one or more examiners appointed by the Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the University Court on the recommendation of the Senate. No person who has been involved in the direct supervision of the research student may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener (Guidance Note 3) and shall act as an examiner in the normal way. A thesis may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the Dean of Graduate Studies. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external.<sup>45</sup>

The Board of Examiners shall normally require that the candidate present himself or herself for oral or other examination on the subject matter of the work and other material submitted for examination. The reports of the examiners shall be submitted to the appropriate College Higher Degrees Committee (or equivalent) who shall if it thinks fit make a recommendation thereon to the Senate. The candidate shall be approved for the Degree only if, in the opinion of the College and the examiners, the submitted work constitutes an examination of a field of study which makes a significant and original contribution to existing knowledge and is of an equivalent standard to a thesis which embodies the results of three years full-time supervised research (or equivalent) and for which a candidate was awarded the degree of PhD. The Board of Examiners may require minor changes to the explanatory essay as a requirement for the award if there is otherwise agreement that the submitted work meets the criteria for the Degree.

12. An unsuccessful submission for the degree of PhD by published work will not become eligible for the award of a Master's Degree or Diploma, in lieu of the degree of PhD, and nor will the unsuccessful submission become eligible for resubmission in its present form on a future occasion.
13. No candidate may apply for re-examination for the degree of PhD by published work until the lapse of at least three years from the date of the intimation of the decision of the Higher Degrees Committee (or equivalent) regarding the previous submission. Such re-examination shall be regarded as a de novo application and not the resubmission of the initial application.

## NON GENERIC DOCTORATE REGULATIONS

### DEGREE OF DOCTOR OF FINE ARTS IN CREATIVE WRITING

#### RESOLUTION

The Degree of Doctor of Fine Arts in Creative Writing is governed by Resolution No. 658 of the University Court, which at the time of publication was in draft form. The provisions of the Resolution are as follows:

1. The Degree of Doctor of Fine Arts (DFA) in Creative Writing may be awarded by the Senate of the University of Glasgow in the College of Arts;
2. The Senate shall have power to make such regulations governing the award of the Degree as may be approved by the University Court, and these shall be as stated under 'Regulations' below;

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<sup>45</sup> The Clerk of Senate may waive the requirement for two of the examiners to be external where the candidate's appointment is not regarded as one that might compromise the impartiality of an Internal Examiner.

3. The early exit awards of Master of Philosophy (MPhil) and Master of Fine Arts (MFA) are also included in the Regulations.

## REGULATIONS

### 1. Admission

Before being considered for admission to study for the Degree, a candidate must normally have obtained a Masters degree in Creative Writing with Merit or Distinction or have gained experience or have completed works deemed by the College of Arts Higher Degrees Committee to provide equivalent evidence of suitability for study.

### 2. Duration of Study

- 2.1 The minimum period of study for the award of the Degree is three years of full-time study or five years of part-time study.
- 2.2 The requirements of the programme, including submission of the portfolio described in §3.1, must be completed within four years of first registration for a full-time candidate and within six years for a part-time candidate. Where the College has approved suspension of study for a period of time, the maximum period of study permitted shall be extended by the approved period of suspension.
- 2.3 A candidate who has not completed the requirements of the programme, and the duration of whose period of study has reached the limit prescribed in §2.2 above, may apply to the College Higher Degrees Committee (or equivalent) for permission to extend his or her period of study by a maximum of one year. Such application must be accompanied by evidence of the candidate's progress and an explanation for the delay in completion, and must be supported by the candidate's supervisor and the Programme Director. Where the candidate has fulfilled the minimum period of part-time study or full-time study required by the regulations, and has not submitted the portfolio for examination, the candidate shall be registered with a 'thesis pending' status for the final session. If further supervision is required, the College may require the candidate to register as a full-time or part-time student.

### 3. Structure of Programme

- 3.1 The programme will consist of the completion of core seminars as specified in the programme handbook and submission of a portfolio of 70,000-100,000 words, to include a creative project and essay of written work which shall make a significant contribution to literature, normally containing material worthy of publication, as further specified in the programme handbook.
- 3.2 A candidate must be available for supervision in the University throughout the period of study except when given permission to pursue research elsewhere.
- 3.3 A candidate must satisfactorily complete such formal research training and any other attendance requirements as set down by the College.
- 3.4 Progress for a candidate to subsequent years of study is dependent on satisfactory performance at annual progress review. Failure to meet College requirements at annual progress review without good cause may result in exclusion from further study.

### 4. Portfolio

- 4.1 Each candidate for the Degree shall present for the approval of the Senate the portfolio referred to at §3.1 accompanied by a declaration signed by the candidate that the portfolio has been produced by himself or herself.
- 4.2 The portfolio shall be a minimum of 70,000 and a maximum of 100,000 words including references, bibliography and appendices in each case. A candidate who wishes to submit a portfolio of greater or lesser length must seek prior permission of the College Higher Degrees Committee.
- 4.3 The portfolio shall be examined by one or more examiners appointed by the Dean of Graduate Studies on behalf of Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the Dean of Graduate Studies on behalf of the University Court and Senate. No person who has been involved in the direct supervision of the candidate may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener (see §4.5 below) and shall act as an examiner in the normal way. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external.<sup>46</sup> A portfolio may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the Dean of Graduate Studies.
- 4.4 A candidate for the Degree must present himself or herself for oral or other examination by the Committee of Examiners on the subject matter of the portfolio and its context. The requirement for an oral examination shall be observed at the first submission of the portfolio. In undertaking an oral or other examination the candidate must follow any requirements for the assessment as stated by the Graduate School.
- 4.5 A Convener shall be appointed by the Convener of the Higher Degrees Committee or its equivalent committee to convene the oral examination and to report on the agreed recommendations of the Committee of Examiners to the appropriate College Committee.

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<sup>46</sup> The Clerk of Senate may waive the requirement for two of the examiners to be external where the candidate's appointment is not regarded as one that might compromise the impartiality of an Internal Examiner.

The Convener will be responsible for the following:

- a) making the arrangements for an oral examination and ensuring that this is normally held no later than three months after the submission of the portfolio;
  - b) attending the whole examination and ensuring that it is conducted in a fair manner and is of a reasonable duration;
  - c) assisting the examiners to reach a consensus, noting that, subject to the authority of Senate, the view of the External Examiner shall normally prevail;
  - d) arranging for the report stating the recommendation of the Committee of Examiners to be signed at the conclusion of the examination;
  - e) after the oral, co-ordinating the completion of a joint report detailing the requirements for revision or resubmission and providing this to the candidate.
- 4.6 The supervisor shall not normally be present at the oral examination but shall be available to the Committee of Examiners for consultation. If the candidate makes a request in writing to the Convener for the supervisor to be present at the oral examination, this should normally be permitted. The request should be made no later than one week before the date of the oral.
- 4.7 Where a candidate has been permitted to resubmit a portfolio for examination, an oral shall also be held other than in exceptional circumstances, where the Convener, on the recommendation of the Committee of Examiners, may seek the agreement of the Dean of Graduate Studies to set aside the requirement for an oral examination after resubmission. In such circumstances the agreement of the candidate must be obtained, otherwise the candidate shall have the right to insist on an oral being held.
- 4.8 Where a candidate has been permitted to resubmit the portfolio, it shall normally be on one occasion only. The resubmitted portfolio shall be examined by the Committee of Examiners appointed for the first submission or by the Committee of Examiners appointed for the second submission.
- 4.9 The portfolio must normally be written and defended in English. Exceptionally, however, at the time of application the College Graduate School Board (or equivalent) may approve arrangements whereby the portfolio may be written and defended in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Graduate School Board and where the School and the Graduate School Board are satisfied that appropriate arrangements can be made for supervision and examination.

## 5. Submission of Portfolio

- 5.1 In submitting a portfolio a candidate must state any sources from which information is derived, the extent to which he or she has availed himself or herself of the work of others, and the portions of the portfolio which he or she claims as original.
- 5.2 Two copies of the portfolio must be submitted. The submission must include a summary of 250 - 1000 words. The summary must be an adequate and informative abstract of the work, suitable for publication by the University. The submitted copies of the portfolio may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.
- 5.3 In signing a submission form, the supervisor is confirming that the work was undertaken by the candidate. The wording of the form makes it clear that the supervisor's signature does not endorse that the work has been completed nor does it indicate that the portfolio has achieved the required standard for the award of the degree. A candidate may submit a portfolio against the advice of the supervisor but in such cases the supervisor may state the position in a report submitted to the Convener of the Committee of Examiners.
- 5.4 If approved for the degree, one hard-bound copy of the portfolio and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten.

## 6. Award of the Degree and Recommendation of the Examiners of the Candidate's Portfolio

The examiners of the candidate's portfolio will recommend to the Higher Degrees Committee one of the following outcomes:

- a) the Degree be awarded unconditionally.
- b) the Degree be awarded subject to certain minor corrections of detail or of presentation specified by the examiners. These shall not involve changes of substance to the portfolio. The corrections shall normally be carried out within one month of receipt of the specifications to the satisfaction of the internal examiner.
- c) the Degree be awarded subject to certain changes of substance in a specific element or elements of the portfolio specified by the examiners. These shall not involve a revision of the whole portfolio or of a major

proportion of it. They may, however, include a requirement to carry out a further period of research in order to strengthen the portfolio. The revisions shall be carried out within a timescale determined by the examiners and shall be confirmed by all of the examiners.

- d) the portfolio as a whole is unacceptable. The candidate is invited to resubmit the portfolio taking account of the comments of the examiners. The resubmitted portfolio will be examined on one occasion only. It will be resubmitted within a timescale to be determined by the examiners but normally no later than 12 months after the date of the joint report notifying the candidate of the requirements for revision. A resubmission fee will be charged to cover the examining costs.
- e) the portfolio as a whole is unacceptable for the award of a Doctoral degree and the candidate is invited to revise and resubmit the portfolio for the degree of Master of Fine Arts.
- f) no degree be awarded.

#### 7. Requirements for the Exit Awards of Master of Philosophy and Master of Fine Arts

- 7.1 The exit award of Master of Philosophy (MPhil) (Creative Writing) is available at the end of year 1 of the Degree Programme on satisfactory completion of core seminar(s), formal research training and attendance requirements stipulated for year 1 together with submission of a portfolio of 17,000-30,000 words. A candidate for the exit award of MPhil may be required by the examiners to present him or herself for oral or other examination. Resubmission of the portfolio will be permitted on one occasion only within a timescale to be determined by the examiners but normally no later than six months after the date of notifying the candidate of the requirements for revision.
- 7.2 The exit award of Master of Fine Arts (MFA) (Creative Writing) is available at the end of year 2 of the Degree Programme on completion of core seminar(s), formal research training and attendance requirements stipulated for years 1 and 2 together with submission of a portfolio of 40,000-60,000 words. A candidate for the exit award of MFA must present him or herself for oral or other examination. Resubmission of the portfolio will be permitted on one occasion only within a timescale to be determined by the examiners but normally no later than nine months after the date of notifying the candidate of the requirements for revision.

### DEGREE OF DOCTOR OF MUSIC

The Degree of Doctor of Music is awarded under Resolution 43 of the University Court which came into effect on 22 January 1970. The following are the relevant provisions of that Resolution.

In pursuance of the powers conferred under Section 3 of the *Universities (Scotland) Act, 1966*, the University Court hereby resolves as follows:

1. The Degree of Doctor of Music (DMus) may be awarded by the University of Glasgow.
2. The following categories of persons may be admitted as candidates for the Degree of Doctor of Music:
  - a) A graduate of the University of Glasgow after the expiry of seven years from the date of his first graduation in the University of Glasgow.
  - b) Any person who has held for a period or periods amounting in all to at least four years such office or offices in the University of Glasgow as the Senate may approve; provided either that he is a graduate of not less than seven years' standing of a University likewise approved or that he has held for not less than seven years some other qualification specially recognised by the Senate as equivalent for this purpose.
3. The Degree shall be given in two areas and candidates may present themselves in not more than one of these areas at any one time. The areas shall be those of:
  - a) Musical Composition;
  - b) Musicology.
4. Before acceptance of their candidature, applicants must provide the College Secretary with a list of the publications comprising the application for the degree. The College Higher Degrees Committee (or equivalent) will establish a sub-committee to determine whether a *prima facie* case for DMus candidature has been established. The sub-committee may decline to proceed to examination of the candidate if, in its opinion, the publications submitted are not of sufficient substance for a DMus application. In respect of this procedure a precognition fee will be charged to be deducted in due course from the submission fee if the candidate is examined.
5. All candidates for the Degree shall submit work in Musical Composition or in Musicology.
6. **Composers**

Work submitted in musical composition shall be accompanied by a declaration signed by the candidate that it has been composed by himself and identifying any work which has been, or is about to be submitted for any other Higher Degree or Diploma in the University of Glasgow or for a Higher Degree or Diploma in another Institution: such work shall not be assessed for the award of the Degree of DMus in the University of Glasgow.

If such work has not already been published in full, then, before being submitted, it shall have been published so far and in such manner as the *Senatus Academicus* accepts as reasonable in the circumstances.

No person will be accepted as a candidate more than twice and no candidate may apply for re-examination until five years have elapsed from the original date of submission.

#### 7. Musicologists

Work submitted in musicology shall be accompanied by a declaration signed by the candidate that he is the author of it and identifying any work which has been, or is about to be submitted for any other Higher Degree or Diploma in the University of Glasgow or for a Higher Degree or Diploma in another Institution: such work shall not be assessed for the award of the Degree of DMus in the University of Glasgow.

The work submitted, or a major part of it, shall have been published either as a book or books or in periodicals of recognised standing, and shall be presented in such manner as the Senate may by regulation prescribe.

No person will be accepted as a candidate more than twice and no candidate may apply for re-examination until five years have elapsed from the original date of submission.

8. The Senate shall appoint such Professors, Readers or Lecturers in the University as it may think suitable to examine the work or works submitted by a candidate for the Degree and the University Court, shall, after consultation with the *Senatus Academicus*, appoint an additional examiner or examiners to act along with them. Such additional examiner or examiners shall be of recognised eminence in the subject of the work or works presented by the candidate. The candidate shall be awarded the Degree only if in the opinion of the Senate, on the recommendation of these examiners, the body of work shall be held to constitute an original and substantial contribution to music or to musical knowledge.
9. A candidate must submit two copies of the work. The work submitted should normally be in English. Both copies, if approved for the Degree, shall become the property of the University and shall be deposited in the University Library.
10. The Senate shall have power to make such additional regulations governing the conferment of the Degree as may be approved by the University Court.
11. The Degree shall not be conferred upon a person who has not satisfied the conditions hereinbefore set forth, provided always that the Senate may, at its discretion, permit a candidate to offer himself for the Degree under the regulations previously in force during a period not exceeding five years from the date on which this Resolution shall come into operation; and provided always that it shall be in the power of the Senate to confer the Degree *honoris causa* under such regulations as may be made by the Senate with the approval of the University Court.

## DEGREE OF DOCTOR OF PRACTICAL THEOLOGY

### RESOLUTION

The Degree of Doctor of Practical Theology is governed by Resolution No. 634 of the University Court which came into effect on 1 September 2010 with provision that:

1. The Degree of Doctor of Practical Theology (DPT) may be awarded by the Senate of the University of Glasgow in the College of Arts (the College).
2. The Senate may make Regulations governing the award of the degree, which are subject to the approval of the University Court. These shall be stated under 'Regulations' below.
3. The early exit award of Master of Philosophy (MPhil) (Practical Theology) is also included in the Regulations.

### REGULATIONS

A candidate admitted to the Programme leading to the award of the Degree of Doctor of Practical Theology must follow the instructions issued by the relevant School and be aware of the content of the Programme Specification and the Programme Document which will contain further details on the Programme including further requirements associated with the award.

#### 1. Admission

Before being considered for admission to study for the Degree of Doctor of Practical Theology, a candidate must normally have obtained a First Class or Upper Second Class Honours Degree or other qualification or experience deemed by the College of Arts Higher Degrees Committee to provide equivalent evidence of suitability for study.

#### 2. Duration of Study

- 2.1 The minimum period of study for the award of the Degree is three years of full-time study or five years of part-time study.
- 2.2 The maximum period within which the Programme must normally be completed is six years from the date of initial registration. Where the College has approved suspension of study for a period of time, the maximum period of study permitted shall be equivalent to six years plus the approved period of suspension.
- 2.3 A candidate who has not completed the Programme, and the duration of whose period of study has reached the limit prescribed in §2.2 above, may apply to the College Higher Degrees Committee (or equivalent) for permission to extend his or her period of study by a maximum of one year. Such application must be accompanied by

evidence of the candidate's progress and an explanation for the delay in completion, and must be supported by the candidate's supervisor and the Programme Director. Where the candidate has fulfilled the minimum period of part-time study or full-time study required by the regulations, and has not submitted the thesis for examination, the candidate shall be registered with a 'thesis pending' status for the final session. If further supervision is required, the College may require the candidate to register as a full-time or part-time student.

### 3. Recognition of Prior Learning

Credit may be awarded towards the completion of the Programme for courses or examinations satisfactorily completed while following another programme at the University of Glasgow or at another institution. Such award will be made in accordance with procedures approved by the College Higher Degrees Committee and set out in the Programme Handbook.

### 4. Structure of Programme

The programme will consist of four courses delivered by directed learning, each carrying a value of 40 credits, and a research project leading to the submission of a dissertation or equivalent research portfolio. In other respects the courses and research project will conform to the descriptions set out in the Programme Handbook.

### 5. Minimum Requirement for the Award of Credits

Credits for courses shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at §16.40 – §16.44 in the 'University Fees and General Information for Students' section of the *University Calendar*.

### 6. Progress

A candidate must achieve a grade C3 or better in all course components in each year in order to progress to a further year of study or research.

### 7. Dissertation or Research Portfolio

The dissertation or research portfolio must be written in English and must consist normally of not fewer than 50,000, and not more than 65,000 words. It must be the candidate's own account of his or her research and must be accompanied by a declaration to this effect signed by the candidate.

A candidate must submit two copies of the dissertation which must include a summary of 250 – 1,000 words. The summary must be an adequate and informative abstract of the work, suitable for publication by the University. The submitted copies of the dissertation may be soft-bound but otherwise should generally conform to the British Standard Institution's Recommendations for the presentation of theses (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.

In signing a submission form, the supervisor is confirming that the work was undertaken by the candidate. The wording of the form makes it clear that the supervisor's signature does not endorse that the work has been completed, nor does it indicate that the dissertation has achieved the required standard for the award of the degree. A candidate may submit a dissertation against the advice of the supervisor but in such cases the supervisor may state the position in a report submitted to the Convener of the Committee of Examiners.

If approved for the degree, one hard-bound copy of the dissertation and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

### 8. Assessment

- 8.1 Each candidate will be assessed on all courses on the Programme and on the dissertation or research portfolio.
- 8.2 The assessment of courses is governed by the Code of Assessment which is contained in the 'University Fees and General Information for Students' section of the *University Calendar*.
- 8.3 An oral examination of the candidate must be held in the presence of all of the examiners of the dissertation or research portfolio. In undertaking an oral or other examination the candidate must follow any requirements for the assessment as stated by the Graduate School.

### 9. Examiners

The thesis shall be examined by one or more examiners appointed by the Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the University Court on the recommendation of the Senate. No person who has been involved in the direct supervision of the research student may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener and shall act as an examiner in the normal way. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external. A thesis may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the Dean of Graduate School

**10. Award of the Degree and Recommendation of the Examiners of the Candidate's Dissertation or Research Portfolio**

10.1 In order to qualify for the award of the degree, the candidate must achieve grade C3 or better in each of the four courses delivered by directed learning as described at §4, and be recommended for the award following examination of the dissertation or research portfolio in accordance with the provisions of §10.2.

10.2 The examiners of the candidate's dissertation or research portfolio will recommend to the Higher Degrees Committee one of the following outcomes:

- a) the Degree be awarded unconditionally.
- b) the Degree be awarded subject to certain minor corrections of detail or of presentation specified by the examiners. These shall not involve changes of substance to the dissertation or research portfolio. The corrections shall normally be carried out within one month of receipt of the specifications to the satisfaction of the internal examiner.
- c) the Degree be awarded subject to certain changes of substance in a specific element or elements of the dissertation or research portfolio specified by the examiners. These shall not involve a revision of the whole dissertation or research portfolio or of a major proportion of it. They may, however, include a requirement to carry out a further period of research in order to strengthen the dissertation or research portfolio. The revisions shall be carried out within a timescale determined by the examiners and shall be confirmed by all of the examiners.
- d) the dissertation or research portfolio as a whole is unacceptable. The candidate is invited to resubmit the dissertation or research portfolio taking account of the comments of the examiners. The resubmitted dissertation or research portfolio will be examined on one occasion only. It will be resubmitted within a timescale to be determined by the examiners but normally no later than 12 months after the date of the joint report notifying the candidate of the requirements for revision. A resubmission fee will be charged to cover the examining costs.
- e) the dissertation or research portfolio as a whole is unacceptable for the award of a Doctoral degree and the Degree of Master of Philosophy (Practical Theology) is awarded.

**11. Requirements for the Award of Master of Philosophy (Practical Theology)**

A candidate will be eligible for the award of the Degree of MPhil Practical Theology on obtaining grade C3 or better in each of the four courses of the Programme delivered by directed learning as specified in §4 above. In the event of a candidate applying successfully for the award of this Degree, he or she must withdraw from the Programme.