

LTC09D142

Revisions to the Regulations for the Masters by Research Degrees

The Regulations for the Masters by Research Degrees - Master of Arts by Research, Master of Laws by Research, Master of Music by Research and Master of Science by Research – currently occupy 21 pages in the Calendar. Much of the text in the Regulations is duplicated in each of the Regulations and there are also some inconsistencies between the Regulations.

In recent years the large numbers of individual Regulations for taught Masters have been combined into the Common Masters framework and the Regulations for the various Integrated Masters have been combined into one set of Regulations. It therefore seems timely to combine the Regulations for the four Research Masters, including any variations for different disciplines where these are justified.

The proposed revised Regulations are set out overleaf. Where there are changes or the text is not exactly the same in each of the separate Regulations this is highlighted.

The following paragraphs contained in the current individual Regulations have been removed:

MA by Research

Progress Paragraph 6 (p389 Calendar)

“During the period of study a candidate registered in the School of Education and Lifelong Learning may, with the approval of the Board of the School, be permitted to withdraw as a candidate for the degree and be approved as a candidate for the Master of Philosophy. The period of study already completed shall count towards the period of study for the degree of Master of Philosophy.”

This is not consistent with the Regulations for the other Research Masters or other research degrees. Readmission to the Masters by Research would be via a concession from the Director of Research Degree Programmes.

University Staff Paragraph 17(2) (p392 Calendar)

“For a candidate registered in the School of Education and Lifelong Learning, the Learning and Teaching Committee may also reduce the period within which the thesis is to be submitted, by not more than the reduction in the period of study.”

This is already permitted by concession from the Director of Research Degree Programmes for all Schools.

MSc by Research

The Thesis and Examination Paragraph 12 (p405 Calendar)

“The examiners of candidates registered in the Schools of Biological Sciences, Chemical Sciences and Pharmacy may recommend the award of the degree of Master of Research with Distinction.”

This is inconsistent with the other Research Masters and research degrees.

Part-time Candidates Paragraph 15(1) (p406 Calendar)

“Part-time candidates in the School of Computing Sciences may be permitted to proceed to the degree of Master of Science by Research in Computing Science or Electronic Engineering in accordance with Regulations 1 to 12 above;”

University Staff Paragraph 17 (1) (p407 Calendar)

“Category ‘A’ candidates registered in the School of Computing Sciences may be permitted to proceed to the degree of Master of Science by Research in Computing Sciences or Electronic Engineering in accordance with Regulations 1-13 above;”

The School of Computing Sciences have confirmed that the Master of Science by Research in Electronic Engineering is no longer available.

Regulations for the Degrees of Masters by Research

1 SCOPE OF THESE REGULATIONS

1.1 These regulations govern the awards of degrees of Master of Arts by Research, Master of Laws by Research, Master of Music by Research and Master of Science by Research.

1.2 Alterations to the programme of courses and seminars published in these Regulations may be made without notice.

1.3 A candidate may register for a Masters by Research degree in one of the following Schools of Studies:

Master of Arts by Research

- (1) American Studies
- (2) Education and Lifelong Learning (including the Centre for Applied Research in Education);
- (3) Film and Television Studies
- (4) Language and Communication Studies
- (5) Literature and Creative Writing
- (6) Political, Social and International Studies
- (7) Social Work and Psychology
- (8) World Art Studies and Museology

Master of Science by Research

- (1) Allied Health Professions
- (2) Biological Sciences
- (3) Chemical Sciences
- (4) Pharmacy
- (4) Computing Sciences
- (5) Environmental Sciences
- (6) Medicine, Health Policy and Practice
- (7) Nursing and Midwifery

Master of Music by Research

- (1) Music

Master of Laws by Research

- (1) Law

2 GENERAL PRECONDITIONS TO AN AWARD

(1) A candidate for a Masters by Research degree must:

- (a) Be a graduate of this University or another approved university or possess some other qualifications approved by this University.
- (b) Submit evidence of adequate training and ability to undertake the proposed course of advanced study and research. Candidates for the Master of Music by Research are required to have an appropriate element of musical training in their previous experience, whether this be in the course leading to their first degree or other approved qualifications;

- (c) Be approved by the appropriate Board of the School as a candidate for the degree.
 - (d) Study in accordance with these Regulations.
 - (e) Must, after consultation with a teacher in the University, submit to the appropriate Board of the School details of the proposed field of advanced study and research.
- (2) Before being admitted to the Masters by Research degree a candidate must:
- (a) Undertake research in a field of study approved by the Board of the School concerned. For the degree of Master of Music by Research this must be in one of the following options:
 - (i) Electroacoustic Music and Sonic Arts;
 - (ii) Critical Musicology;
 - (b) Engage in advanced study under the direction of teachers in the University appointed by the Board of the School concerned as the candidate's supervisory team.
 - (c) Satisfactorily present the results of such research and study in a thesis and pass such oral and other examinations as may be prescribed by these Regulations.
- (3) For the degree of Master of Music by Research, the results of the research and study shall comprise:
- (a) In the Electroacoustic Music and Sonic Arts option
 - Either* (i) a portfolio of original compositions written specifically for the degree, supported by a written commentary;
 - or* (ii) a thesis of up to 40,000 words;
 - (b) In the Critical Musicology option, a thesis of up to 40,000 words.

Full-time Candidates

3 The programme of advanced study and research shall subject to the following exceptions be twelve months:

- (1) A candidate may with permission of the Board of the School concerned spend not more than three months of the period of study at some other approved place of study or research. When the nature of the research requires that the work should be undertaken elsewhere than in the University the Board of the School may appoint an additional supervisor.
- (2) Permission to extend the normal period of study by up to three months may be granted by the Board of the School on the recommendation of the candidate's supervisor. In such a case, the Board may also extend the period within which the thesis is to be submitted, by not more than the extension in the period of study.
- (3) The Board of the School may permit the interruption of the period of study if there are special reasons for doing so. The Board shall specify the length of interruption which may not exceed six months. In such a case the Board may also extend the period within which the thesis is to be submitted by not more than the length of the interruption.

Progress

4 (1) **Full-time candidates**

There shall be a review of the progress of each candidate on three occasions during the first year of the candidate's period of advanced study and research (one of these being the annual review), and thereafter with the same frequency during the period of registration, undertaken by the candidate and supervisory team and monitored by or on behalf of the School Board.

(2) **Part-time candidates**

There shall be one review of progress and one annual review of progress of each candidate in each year of the candidate's period of advanced study and research and during the period of registration, undertaken by the candidate and supervisory team and monitored by or on behalf of the School Board.

The supervisory team shall also report to the Board at any time when the candidate appears not to be making satisfactory progress, is otherwise not fulfilling the conditions that have been

laid down or appears unlikely to reach the standard of the degree.

During the period of study a candidate registered in the School of Education and Lifelong Learning may, with the approval of the Board of the School, be permitted to withdraw as a candidate for the degree and be approved as a candidate for the Master of Philosophy. The period of study already completed shall count towards the period of study for the degree of Master of Philosophy.

The Portfolio or Thesis and Examination

5 In the portfolio or thesis and examination the candidate is required to show evidence of ability to conduct original investigations, to test ideas whether the candidate's own or those of others and to obtain appropriate conclusions from the research. The thesis should be presented in a clear and systematic manner and should not exceed 40,000 words in length.

6 A candidate who wishes to submit a portfolio or thesis must apply to the Registrar and Secretary of the University. A portfolio or thesis may be presented for examination no earlier than three months before the end of the candidate's prescribed period of study provided that:

- (1) Not more than two years (three years for part-time candidates) shall have elapsed from the date of approval as a candidate for the degree;
- (2) For candidates registered in the Schools of Chemistry and of Pharmacy not more than two years for full-time candidates (two years for industry-based candidates and three years for other part-time candidates) shall have elapsed from the date of approval as a candidate for the degree;

The Senate may give special permission for extensions to the period within which the portfolio or thesis must be presented on the recommendation of the Board of the School concerned.

7 A candidate for the degree must, not later than three months before the submission of the thesis and in any case no later than three months before the end of the candidate's period of advanced study and research, submit for approval to the Board of the School concerned the precise title of the a portfolio or thesis to be examined.

8 The Board of the School concerned shall recommend for approval by the Senate the names of two or more examiners, at least one of whom shall be an external examiner. This recommendation shall normally be made not later than three months before the expected date of the submission of the portfolio or thesis.

9 A candidate shall be examined orally on the portfolio or thesis and on subjects relevant to it. The examination shall normally be held within three months of the date of submission of the thesis. Exceptions to this shall require approval by the Learning and Teaching Committee. In exceptional circumstances the Learning and Teaching Committee of the Senate may, on sufficient grounds submitted by the examiners and on the recommendation of the Board of the School concerned, excuse the candidate from the oral examination or agree to its replacement by a written examination.

10 The examiners having examined the candidate shall send their reports and recommendations to the Board of the School concerned. If the examiners do not agree upon their recommendations or if for any other reason the Board of the School concerned needs a further opinion, the Board shall recommend to the Senate the appointment of an additional external examiner who shall conduct a further examination of the candidate. For the duration of this process, the School Director of Learning, Teaching and Quality shall act in place of the Head of School as Chair of the Board of the School.

11 The Board of the School concerned having considered the reports and recommendations of all the examiners shall then proceed in one of the following ways:

- (1) If the portfolio or thesis and performance in the oral examination are of sufficient merit it shall recommend that the candidate be approved for the award of the degree of Masters by Research.
- (2) If the thesis and performance in the oral examination are of sufficient merit, but minor corrections are required, it shall recommend that the candidate be

approved for the award of the degree of Masters by Research, subject to completion of minor corrections within (a) six weeks or (b) if the required corrections are of a presentational nature, within one week.

- (3) If the portfolio or thesis and performance in the oral examination are not of sufficient merit for the degree of Masters by Research it shall recommend:

- either (a) that the candidate be permitted to submit a revised portfolio or thesis. Such a candidate shall submit a revised thesis within six months and may be required to undergo further oral examination. A candidate shall not be allowed to submit a revised portfolio or thesis on more than one occasion
or (b) that no degree shall be awarded.

In all cases the recommendations of the Board of the School concerned shall be laid before the Registrar and Secretary who shall ensure that appropriate action is taken on behalf of the Senate.

- 12 (1) A candidate shall submit two copies of the thesis in accordance with rules approved by the Senate.
- (2) If a candidate is approved for the award of the degree the Registrar and Secretary shall deposit one copy of the portfolio or thesis in the University Library, where it shall be available for consultation. The second copy shall be deposited with the appropriate School. The Board of the School concerned, at the request of the candidate, may determine that a particular portfolio or thesis shall, for a period of up to three years specified by the Board, be available only to those who have written permission to consult it.

Part-time Candidates

13 Persons who are unable to proceed as full-time candidates may be permitted to proceed to the degree of Masters by Research by part-time research in accordance with Regulations 1 to 12 above subject to the following modifications:

- (1) the period of study shall normally be two years but this period may be reduced by not more than six months if the Board of the School concerned is satisfied that an equivalent period has been spent under approved supervision on research relevant to the candidate's subject. In such a case, the Board may also reduce the period within which the thesis is to be submitted, by not more than the reduction in the period of study.
- (2) the supervision of a candidate shall be personal and not by correspondence only. Candidates shall also undertake such work in the University as is required by the supervisory team.
- (3) With the approval of the Board of the School of Education and Lifelong Learning mature students who have experience of teaching, the education advisory service, educational administration or similar approved employment may be permitted to proceed to the degree of Master of Arts by Research by part-time research in accordance with Regulations 1 to 12 subject to the following modifications:
- (a) The programme of advanced study and research shall be not more than two years.
- (b) Candidates are required to attend lectures, seminars, tutorials and supervisions as prescribed by the School.
- (c) Candidates must provide satisfactory evidence that they will be granted research facilities in an appropriate school or other educational institution to which the supervisory team will have access as necessary for supervision purposes.

Industry-based Candidates in the School of Chemistry and the School of Pharmacy

14 With the approval of the Board of the School concerned, persons employed in industrial establishments may be permitted to proceed to the degree of Master of Science by Research by part-time study and research in accordance with Regulations 1 to 12 above, subject to the following modifications:

- (1) The period of study shall be eighteen months;

- (2) Candidates shall spend the first three months and the last three months in full-time study at the University;
- (3) Candidates shall spend the remainder of the period of study at the industrial location. During this period the candidate shall undertake part-time research under the supervision of a qualified scientist at the industrial location and shall consult his or her University supervisory team in Norwich every three months;
- (4) For each candidate the facilities for study and research at the industrial location shall be approved by the Board of the School.

University Staff

15 Candidates for the degree of Masters by Research will be designated as Category 'A' (including faculty of Schools and such other candidates as Senate shall determine) or Category 'B'. Candidates in Category 'B' shall proceed to the degree of Masters by Research in accordance with Regulations 1 to 13 above. Category 'A' candidates shall be permitted to proceed to the degree of Masters by Research in accordance with Regulations 1 to 13 subject to the following modifications:

- (1) in the case of Category 'A' candidates references to the Board of the School or to the Head of the School in Regulations 2,3, 5 and 13 shall be interpreted as references to the Learning and Teaching Committee and to the Director of Postgraduate Research Degree Programmes; references to the Board of the School or to the Head of School in Regulations 4, 10 and 11 shall be interpreted as references to the Faculty Learning, Teaching and Quality Committee and to the Associate Dean for Learning, Teaching and Quality.
- (2) the period of study for Category 'A' candidates proceeding by part-time study shall be not more than two years but this period may be reduced if the Learning and Teaching Committee is satisfied that the greater part of the candidate's time is devoted to supervised research.
- (3) the Learning and Teaching Committee shall be advised of any application from any Category 'A' candidate to continue the period of study as a candidate for the degree after ceasing to be a member of staff.
- (4) the examination of any Category 'A' candidate for the degree of Masters by Research shall be conducted exclusively by external examiners appointed by the Senate on the recommendation of the Learning and Teaching Committee.