REGULATIONS FOR HIGHER DEGREES BY RESEARCH

(Version effective from 26 November 2003 until 3 October 2004)

RHDR Items 1-3

1. The University confers the following higher degrees by research:

    - Master of Philosophy - M.Phil.
    - Doctor of Philosophy - Ph.D.
    - Engineering Doctorate - Eng.D.

2. The following persons may submit for higher degrees of the University subject to these Regulations:

    i. eligible Research Students

    ii. staff of at least two years' standing, subject to the provisions of para 3.1 hereof

    iii. graduates of the University or Diplomates of the former Loughborough College of Technology.

3. Research Students - Qualifications

3.1 To be registered as a Research Student a candidate must possess one of the following qualifications: in the absence of the promulgation of a qualifying award a candidate may nevertheless be enrolled, but may not proceed from enrolment to registration until the qualifying award has been promulgated;

- a degree of a university in the United Kingdom or the Republic of Ireland;
- a degree awarded by the C.N.A.A.;
- an A.L.U.T.;
- a Diploma in Technology awarded by the former N.C.T.A.;
- a Diploma with Honours of the former Loughborough College of Technology;
- the academic requirements for corporate membership of a British Chartered professional institution previously approved for this purpose by Senate on the recommendation of a Faculty Board;
- any other qualification approved by a Faculty Board.

3.2 Candidates whose first language is not English, and whose degree studies have not been conducted and examined in English, must possess G.C.E. English language at O level or Use of English; alternatively, they may offer the University Test in English (J.M.B.) or the Proficiency in English Examination (Cambridge) or other qualifications acceptable to the University.

3.3 Any candidate may be required by a Faculty Board, prior to registration, to pass written and/or oral examinations set at first degree level which may be preceded by a preliminary course of study.

(amended November 2003)

RHDR Item 4

4. Research Students - Registration

4.1 Every registration shall be made on the recommendation of the Head of the appropriate Department or their nominee. A student will be registered for the degree of Master of Philosophy in the first instance, except that a student may be permitted to register for the degree of Doctor of Philosophy if he/she already holds a postgraduate degree of a university in the United Kingdom, or the Republic of Ireland or the C.N.A.A. or such other degree awarding body it recognises as equivalent for the purpose. The Department shall appoint a Director of Research and Supervisor or Supervisors on the recommendation of the Head of the appropriate Department or their nominee. A member of staff may not act as both Director of Research and Supervisor for the same student.

4.2 Candidates' registrations shall take effect from four dates annually namely: 1 October, 1 December, 1 April and 1 July. Candidates shall normally be registered from the nearest date to their arrival in the University. Only in exceptional circumstances may a Research Student's registration be backdated by a maximum of four months.

4.3 A Research Student shall attend such lectures and seminars as may be required by the University in the exercise of its responsibilities under the Health and Safety at Work Act 1974. The student shall undertake such research training as may be prescribed by the Faculty Board under which he/she is registered and to attend such lectures, seminars and to take such examinations as his/her Director of Research may require.

4.4 Students aiming to submit for the degree of MPhil shall normally be registered for a minimum period of 2 years full-time or 3 years part-time. Students aiming to submit for the degree of PhD shall normally be registered for 3 years full-time or 5 years part-time. Students will be required to re-register annually and re-registration will be subject to satisfactory academic progress. Progress during the first 12 months of registration will be assessed through the submission to the Director of Research of a report from a full-time student of the order of 10,000 words on the research to date. Part-time students will be required to produce a report of the order of 5,000 words on the research to date and a report of the order of 10,000 words at the point of transfer from M.Phil to Ph.D. A Director of Research may transfer a student's registration for the degree of Master of Philosophy to a registration for the degree of Doctor of Philosophy at, or anytime after, a student's first 12 months but not less than six months before submission of a thesis for PhD, subject to the student having satisfactorily completed such research training as may be prescribed by the Faculty Board under which he/she is registered. Students shall receive a written report on their progress from their department on an annual basis.

4.5 The Director of Research may recommend that registration of a research student be terminated on the grounds of unsatisfactory progress. Such students have the right of appeal to the Faculty Board in accordance with paragraph 18.11 of these Regulations. The decision of the Faculty Board, having considered the appeal, shall be final.

Research students are required to re-register not later than one month after the date of expiry of their previous year of registration. Students who fail to re-register within one month without good reason will be charged a late registration fee.

(amended November 2003)

RHDR Item 5

5. Research Students - Eligibility to Submit for a Higher Degree

5.1 Degree of Master of Philosophy

Any Research Student who has been registered for 2 years full-time or 3 years part-time is eligible, subject to the provision of paragraph 5.3, to submit a thesis for the degree of Master of Philosophy. However, an MPhil student may submit their thesis up to 12 months early with the permission of their Supervisor and Director of Research.

5.2 Degree of Doctor of Philosophy

Any Research Student who is registered for the degree of Doctor of Philosophy is eligible, subject to the provisions of paragraph 5.3, to submit a thesis for the Degree of Doctor of Philosophy after 3 years full-time or 5 years part-time registration. However, a PhD student may submit their thesis up to 12 months early with the permission of their Supervisor and Director of Research.

5.3 Submission of Theses

(i) Full-Time Research Students

All full-time research students registering between 1 October 1991 and 1July 1997 shall submit their theses within five years from the date of their initial registration. All full-time research students registering on or after 1October 1997 shall submit their theses within four years from the date of their initial registration. Following completion of the agreed period of registration for their degree as set out in paragraph 4.4 above, candidates shall normally be permitted to register with the University for a further 12 months period to confirm that they still intend to submit a research thesis. Such candidates shall pay a fee at a level to be determined by Council.

Candidates failing to submit their theses within the prescribed period from the date of their initial registration shall require permission from the Faculty Board in order to submit their thesis late. Such permission shall only be granted in exceptional circumstances. Candidates shall apply to the Board at any time in the six months immediately preceding the completion of the prescribed period. If such permission is granted the candidate shall have a maximum period of twelve months commencing from the end of the prescribed period in which to submit the thesis. The candidate shall be required to pay a fee throughout this period in addition to a late submission fee at a level to be determined by Council.

(ii) Part-time Students

All part-time students shall normally submit their theses within two years of completing the standard period of registration for their degree as set out in paragraph 4.4 above. After completion of their active research they shall continue to register annually with the University to confirm that they still intend to submit a research thesis. Candidates shall pay a fee at a level to be determined by Council.

Candidates failing to submit within two years of completing their standard period of registration shall require permission from the Faculty Board to submit their thesis late. Such permission shall only be granted in exceptional circumstances. Candidates shall apply to the Board at any time in the six months immediately preceding the completion of the two year period. If such permission is granted the candidate shall have a maximum period of twelve months commencing from the end of the two year period in which to submit the thesis. The candidate shall be required to pay a fee throughout this period in addition to a late submission fee at a level to be determined by Council.

(amended November 2003)

RHDR Items 6-7

6. **Academic and Equivalent Staff**

Any member of the University staff of at least two years' standing, subject to the provisions of paragraph 3.1 of the Regulations for Higher Degrees by Research, may subject to the agreement of their Head of Department register for a higher degree of the University by research thesis, published work or other academic output which must all relate to a common field. Candidates registering in accordance with the provisions of this paragraph shall not be subject to the standard periods of registration prescribed in the regulations, except that they shall be registered for a minimum period of twelve months, whether submitting for a higher degree by research or publication or other academic output. All candidates shall have a Supervisor and a Director of Research. Candidates submitting for an award by publications shall pay an examination fee at a level determined by Council. All other candidates shall pay a tuition fee.

7. **Graduates or Diplomates**

Any graduate of the University or honours diplomate of the former Loughborough College of Technology may notify the Faculty Board of their wish to submit for a higher degree of the University published work which must all relate to a common field. Any such graduates must be of at least four years' standing beyond the Bachelor's degree before notifying the Board of their wish to submit for the degree of Master of Philosophy and of at least eight years' standing before notifying the Board of their wish to submit for the degree of Doctor of Philosophy. Master's graduates must be of four years' standing before notifying the Board of their wish to submit for the degree of Doctor of Philosophy. The Faculty Board shall appoint a Director of Research whose responsibility it shall be to apply to the Faculty Board for permission to submit. The candidate shall pay an examination fee at a level to be determined by Council. A graduate of the University wishing to submit for a higher degree of the University by thesis shall register as a research student and pay a tuition fee. Candidates registering in accordance with the provisions of this paragraph shall not be subject to the minimum and maximum periods of registration prescribed in the regulations except that they shall be registered for a minimum period of twelvemonths, whether submitting for a higher degree by research or publications.

(amended November 2003)

RHDR Items 8-11

8. Examiners
9. Academic Misconduct
10. Examination
11. Recommendations of Examiners

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8. Examiners

8.1 When a person eligible under paragraph 5 has notified his/her intention to submit a thesis, the Faculty Board shall appoint Examiners. For the degree of Master of Philosophy or the degree of Doctor of Philosophy not fewer than two Examiners shall be appointed of whom at least one shall be an External Examiner who has had no supervisory relationship with the candidate. A candidate's Supervisor may not act as his/her Internal Examiner. A Supervisor may attend the viva voce examination as an Observer unless the student objects to the presence of the Supervisor.

8.2 When a person under paragraph 6 or paragraph 7 has been given permission to submit for a degree of Master of Philosophy or the degree of Doctor of Philosophy the Senate, on the recommendation of the appropriate

Dean, shall appoint two External Examiners and a member of Senate as an Observer.

8.3 In any case in which the Examiners' decision is "Refer" the same Examiners wherever possible shall conduct the re-examination.

9. Academic Misconduct

9.1 Adherence to the Notes for the Guidance of Research Students, Directors of Research, Supervisors and Examiners will normally ensure that academic misconduct such as plagiarism or the fabrication or falsification of results is avoided. However, any circumstances which come to light following the submission of work for a higher degree to suggest that academic misconduct has taken place shall be reported in writing immediately to the Associate Dean (Research) of the Faculty in which the candidate is registered.

9.2 The Associate Dean (Research) shall thereupon investigate and decide in consultation with the Academic Registrar whether there is prima facie a case for the candidate to answer. If the Associate Dean (Research) decides there is not prima facie a case to answer, the matter shall proceed no further. If the Associate Dean (Research) decides that there is prima facie a case to answer, the evidence shall be referred without delay to an independent panel for further assessment.

9.3 The panel shall comprise:

Pro-Vice-Chancellor (Research) or nominee (convenor)
Two Professors who had no academic involvement with the candidate involved and are members of departments other than the candidate's own, nominated by the Pro-Vice-Chancellor (Research).

9.4 The panel may adopt any method of procedure which it considers appropriate to the circumstances of the case. The candidate shall be sent a statement of the alleged academic misconduct. If the candidate should wish to offer a defence to the allegation he/she shall state in writing to the Academic Registrar within 28 days of the notification of alleged misconduct the grounds of the defence. The panel shall seek advice from the candidate's supervisor and Director of Research and may call upon other persons to present evidence. The panel shall determine whether, in its view, there is a case to answer and shall advise the Academic Registrar in writing of its decision at the earliest opportunity.

9.5 If the panel decides that there is not a case to answer, no further action shall be taken. If the panel decides that there is a case to answer, it shall provide a written statement of the alleged academic misconduct in a form suitable for transmission to the candidate.

9.6 The panel shall determine whether to forward the statement of the alleged academic misconduct and any written defence that may have been received to the Examiners. Unless the matter is referred to the Examiners in this way, no further action shall be taken against the candidate. If the panel refers the matter to the Examiners, the Examiners shall take account of all the written evidence in reaching their decision on the submitted work.

9.7 On the occasion of the oral examination, the Examiners shall afford the candidate an opportunity to be heard on the subject of the alleged academic misconduct.

9.8 The normal range of decisions shall be available to the Examiners in accordance with paragraph 11 of these Regulations and they shall reach their decision having regard to all the circumstances, except that:

a. If the Examiners find significant misconduct to be proven, together with an attempt to deceive, the Examiners shall fail the candidate and recommend to the Faculty Board that the candidate's studies be terminated.

b. If the Examiners determine minor and/or inadvertent academic misconduct the Examiners shall refer the submission and shall invite the candidate to resubmit the work when it has been appropriately revised. Only in exceptional circumstances would the Examiners' decision be that the candidate pass without the requirement for resubmission.

10. Examination

10.1 For the degree of Master of Philosophy the basis of the assessment shall be submitted work (except as provided for in paragraphs 6 and 7) in conjunction with an oral examination.

10.2 For the degree of Ph.D., the basis of assessment shall be submitted work (except as provided for in paras. 6 and 7) in conjunction with an oral examination.

10.3 Attendance at an oral examination by the candidate for a higher degree maybe waived only by the Vice-Chancellor on the recommendation of the Faculty Board with the advice of the candidate's Director of Research. In the case where attendance at the oral examination is waived a second or third External Examiner shall be appointed as considered appropriate.

10.4 The Examiners may, in exceptional cases, require the candidate to take a written examination.

11. Recommendations of Examiners

11.1 The decision of the Examiners shall be one of the following:

- Pass (with corrections permitted or required should the need arise)
- Refer
- Fail

The Examiners may also decide that work submitted for the degree of Ph.D. is suitable for the degree of Master of Philosophy with or without corrections. Where the Examiners require corrections to be made to a thesis prior to the award of a degree, such corrections must be carried out, to the satisfaction of the Examiners, within three months of the candidate being informed of the necessary corrections, or such longer period as may be determined by the Examiners.

11.2 The decision of the Examiners shall be reported and their report made available to the Faculty Board, in the case of a person submitting under para.5 or para.7, or to the Senate, in the case of a person submitting under para.6, and the Faculty Board or Senate as the case may be, having considered the decision of the Examiners, shall award the degree, if any, recommended by the Examiners except as provided in para. 12.3 hereof.

11.3 In any case where the Examiners are unable to agree upon their decision, an additional (External) Examiner shall be appointed whose decision shall be final. Where that decision is `refer', the examination of the referred thesis shall be conducted wherever possible by all the appointed examiners.

(amended November 2003)

RHDR Item 12

12. Unsuccessful Candidates

12.1 Any candidate submitting for a higher degree for whom the Examiners' decision is "Fail" shall not thereby be prevented from registering anew under these Regulations, except where the Examiners have found significant academic misconduct to be proven. In which case registering anew will not be permitted. Any candidate submitting under para. 6 or para. 7 of these Regulations for whom the Examiners' decision is "Fail" may not resubmit for a higher degree within a period of two years from the date of examination nor at

any time where the Examiners have found significant academic misconduct to be proven.

12.2 A candidate for whom the Examiners' decision is "Refer" may resubmit within a period and subject to any conditions which may be determined by the Examiners.

12.3 In the case of a candidate submitting for the degree of Ph.D. who satisfied the requirements for the degree of Master of Philosophy only, the Faculty Board or Senate shall not award the degree of Master of Philosophy unless the candidate shall have agreed in writing that such an award is acceptable. If the candidate does not accept the award of the degree of Master of Philosophy he/she shall be held to have failed and the candidate may exercise the right of appeal against the decision of the examiners as provided in paragraph 18 hereof. However, should the Appeal body reject the appeal, the candidate shall still be eligible for the award of the degree of Master of Philosophy should he/she wish to accept it after the outcome of the appeal is known.

(amended November 2003)

RHDR Items 13-16

13. Location of Research
14. Submitted Work
15. Language of Theses
16. Intellectual Property

13. Location of Research

13.1 Research shall normally be carried out in the University, but a Faculty Board at its discretion may approve arrangements for a programme of research principally located other than in the University provided that the Faculty Board is satisfied:

(i) that proper arrangements have been made for supervision

(ii) that the proposed subject of the research is appropriate to and in the interests of the University

(iii) that it is necessary for the research to be carried out in the locations specified in the proposed arrangements rather than in the University.

13.2 All candidates shall be required to attend the University for such periods and on such occasions as the appropriate Faculty Board shall specify.

13.3 A candidate who is undertaking the major part of his/her research outside the University but who is receiving the major part of his/her supervision from the Academic Staff of the University may be registered as a full-time student.

14. Submitted Work

14.1 Submitted work for a higher degree of the University must be submitted in the form specified by the University in the Notes for the Guidance of Research Students, Directors of Research, Supervisors and

Examiners and subject to para. 16 hereof. Each candidate must certify in writing the extent to which the submission is his/her own work and in each case in which there has been co-operative effort the nature and extent of that effort must be fully specified.

14.2 The candidate must certify that neither the submission nor the original work contained therein has been submitted for an award of this or any other university or the C.N.A.A.

14.3 Any submission subsequently published must include a statement that it has been submitted for a higher degree of the University.

14.4 Three copies of the thesis bound in temporary format must initially be submitted for examination. Following successful examination two copies of the thesis bound in permanent format must be submitted, one copy will be deposited with the University Library and the second copy deposited with the Departmental collection.

14.5 The University reserves the right to determine the access classification of a submission which will normally be "open". If access is restricted for any reason a moratorium period will be specified on the Access Conditions Form bound into the front of each copy.

15. Language of Theses

Students registered for a MPhil or PhD in a Department responsible for the teaching of foreign languages may, with the approval of the Head of Department, submit their work in English or in one of the languages taught in the Department. Full-time MPhil students who intend to submit their work at the end of the first year following initial registration and who wish to submit their work in a language other than English, must request the Head of Department's approval of the proposed choice of language not more than six months after initial registration. The Head of Department will approve or reject the request in writing normally within one month of its receipt. All other students registered for a higher degree by research wishing to submit their work in a language other than English must request permission to do so when submitting their 10,000-word report (in the case of full-time students) or 5,000-word report (in the case of part-time students) at the end of their first year of registration. The Head of Department will approve or refuse such a request in writing after consulting with the Director of Research. When such a request has been approved, the work must normally be submitted in the language concerned. Only in exceptional circumstances, and with the written approval of the Head of Department, may a change be made. When the work is submitted in a language other than English and a viva-voce examination is held, the viva-voce examination may be conducted in that language or in English. The language in which the viva-voce is to be held will be specified in writing when the External Examiner is appointed, and the student will be notified accordingly.

16. Intellectual Property

The ownership of all apparatus or results and also patents, designs, copyrights, inventions or other intellectual property (including computer software but excluding books, journal articles and theses), whether individually or jointly developed or produced, relevant to and arising during the period of a student's studies with the University shall be vested in or deemed to be assigned to the University. Should the question of exploitation arise, the student shall be required to take all the necessary action to facilitate such exploitation and the University shall negotiate with the student as to whether he/she shall participate in the benefit thereof and, if so, on what terms.

(amended November 2003)

RHDR Items 17-18

17. Fees and other Requirements

17.1 Fees are payable on demand. A candidate may not proceed to extension of registration, submission, examination or award of a degree until he/she shall have discharged all obligations to the University including any debt and/or liability for which the University has responsibility. His/her registration may be deemed to have lapsed if fees or other debts and liabilities remain unpaid for a period of three months. Reinstatement will normally be approved and will be effective from the date of settlement of the debt.

17.2 Each candidate shall have returned to the Library all books and other material borrowed therefrom before the result of the examination is promulgated.

18. Appeals

18.1 A Research Student (including a candidate submitting under either Paragraph 6 or 7 of these Regulations) for whom the Examiners' decision is `fail' may lodge a written appeal with the Academic Registrar within fourteen days of being informed of the result of the examination. The grounds for such an appeal shall be set out in writing and shall be confined to one or more of the following:

(i) that there existed at the time of the examination circumstances affecting the student's performance of which the examiners had not been made aware when their decision was taken;

(ii) that there were procedural irregularities in the conduct of the examination of such a nature as to cause reasonable doubt as to whether the examiners would have reached the same conclusion had they not occurred;

(iii) that there is evidence of prejudice or of bias against the candidate or of inadequate assessment on the part of one or more of the examiners.

18.2 A student who wishes to lodge an appeal in accordance with paragraph 18.1 of the Regulations for Higher Degree by Research, on the basis of retrospective medical grounds, will be required to provide written medical evidence.

18.3 Given the existence of procedures for complaint and redress during the study period (which should normally be dealt with through the Director of Research as and when they arise), alleged inadequacy of supervisory or other arrangements during the period of study should not constitute grounds for an appeal unless there are exceptional reasons for it not having come to light until after the examination, in which case it may be considered under paragraph 18.1.

18.4 The Vice-Chancellor or failing him/her a Pro-Vice-Chancellor shall nominate an appeal body to consider such appeals which shall be constituted as follows:

- A Pro-Vice-Chancellor or a Dean or an Associate Dean (Research) (Chair)
- 2 Professors (at least one of whom shall be a member of Senate)
- 1 member of Senate (not being a Professor or a student)

18.5 No member of the University shall be appointed to membership of the appeal body who has been involved in the examination or had any supervisory relationship with the student.

18.6 An appellant shall have the right to appear in person before the appeal body and may be accompanied by a person of his/her own choosing.

18.7 The appeal body shall determine its own procedure and may take such advice as it considers appropriate.

18.8 The appeal body shall have power either to reject the appeal, in which case the examiners' decision shall be final, or to determine which of the following courses of action shall be taken:

(i) in cases where the appeal is based on either of the grounds stated in 18.1(i) or 18.1(ii) above the appeal body shall be empowered

(a) to direct the Examiners to re-consider their decision for the reasons stated and to report their decision to the appeal body which shall then determine the appeal in the light of such re-consideration; and/or

(b) to give the student permission to revise the thesis and re-submit for re-examination by the Examiners within a time limit specified by the appeal body; and/or

(c) to annul the examination and direct that a fresh examination be conducted.

(ii) in cases where the appeal is based on the grounds stated in 18.1(iii) above, the appeal body shall be empowered to direct that the thesis shall be re-examined.

18.9 Where re-examination under 18.8(i)(c) or 18.8(ii) is determined, Senate shall appoint new examiners, in number no fewer than the original examiners and containing at least two external examiners. The new examiners shall be given no information about the previous examination except that they are conducting a re-examination on appeal. They shall be required to submit independent reports on the thesis before conducting the oral examination and a joint report after the oral examination.

18.10 The decision of the new examiners shall be reported and their report made available to Senate and Senate, having considered the decision of the new examiners, shall award the degree, if any, recommended by the new examiners except as provided in para. 12.3 above.

18.11 A student wishing to exercise his/her right of appeal under paragraph 4.5 of these Regulations must lodge his/her appeal in writing (within fourteen days of receiving notice in writing of the decision by his/her Director of Research against which he/she is intending to appeal) with the Academic Registrar or his/her nominee, who will then convene an Appeals Committee of the Board, comprising the Dean of the Faculty or Associate Dean (Research) of the Faculty (Chair) and three other members of the Board. No member of the Appeals Committee shall have been associated in anyway with the research conducted by the appellant or be a member of staff of the department(s) in which the appellant has been working. If both the Dean and the Associate Dean (Research) of the Faculty have been associated with the appellant's research, a past Dean or Associate Dean (Research) of the Faculty, who has had no such association with the student, shall be appointed as Chair. No department shall be represented by more than one of its members on the Committee. Any appeal shall be heard by the Committee as soon as is convenient, and in any case normally not later than 28 days after the lodging of the appeal. The Committee shall determine its own method of proceeding within the framework set out in the Notes for Guidance of Students, Directors of Research, Supervisors and Examiners and shall make its recommendation to the next available meeting of the Faculty Board.

(amended November 2003)

RHDR Items 19-21

19. Regulations for the Degree of Doctor of Engineering (EngD)
20. Regulations for the New Route PhD
21. Interpretation

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19. Regulations for the Degree of Doctor of Engineering (EngD)

19.1 Candidates registering for the degree of Doctor of Engineering must possess at least an upper second class honours degree, or equivalent qualification and professional experience.

19.2 Candidates shall be required to pursue an approved full time programme of study and research extending over a maximum period of four years. This period of study may be reduced at the discretion of the Director of the EngD Centre where a candidate already possesses an appropriate MSc or industrial experience. Such candidates shall also be exempt from undertaking specified modules.

19.3 Eligible candidates shall submit for the EngD within a minimum of 3 years and 6 months and a maximum of 4 years and 6 months of initial registration.

19.4 Candidates shall be registered at the outset by the Faculty Board for the degree of EngD. Registration shall normally be with effect from 1 October.

19.5 Programme Regulations shall be published for the curriculum-based element of the EngD which shall include a listing of the constituent modules. Module specifications shall be published for each module in accordance with the provision of General Regulations for Modular Postgraduate Awards (GRMPA).

19.6 Candidates are required to register for modules with a maximum total modular weighting of 180 within a period of time specified in the Programme Regulations, except where exemption has been granted in accordance with paragraph 19.2 of these Regulations.

19.7 All candidates shall register at the beginning of their programme and subsequently at the beginning of each academic year for the modules which they are taking in that year, subject to their satisfactory progress in research and the extension of their registration for the Degree of EngD in accordance with para. 4.4 of the Regulations for Higher Degrees by Research. Candidates are not eligible to register for modules whilst they remain in debt to the University.

19.8 The curriculum-based element of the EngD programme including the project module shall be assessed in accordance with the procedures set out in GRMPA and the associated Assessment Regulations (ARMPA)

19.9 An External Programme Assessor shall be appointed for the curriculum-based element of the EngD programme in accordance with Ordinance XIX.

19.10 There shall be a Programme Board for the curriculum-based element of the EngD programme which shall meet for the purpose of awarding the Degree of Master or the Loughborough Postgraduate Diploma or the Loughborough Postgraduate Certificate and which shall exercise the other powers of a Programme Board described in GRMPA and ARMPA.

19.11 Candidates will be eligible to progress on the EngD programme when they have accumulated 180 credits from the curriculum-based element within the maximum period of time specified in the Programme Regulations, except where exemption has been granted in accordance with paragraph 19.2 of these Regulations.

19.12 Candidates who accumulate 180 credits shall also be eligible for the award of the Degree of Master of Science.

19.13 Candidates not meeting the above requirements, or whose registration for the Degree of EngD has not been extended because of unsatisfactory progress in research , but who accumulate 100 credits and obtain marks of 40% in further modules with a weight of 20 shall be eligible for the award of the Loughborough Postgraduate Diploma (LPD). Candidates who accumulate 60 credits shall be eligible for the award of Loughborough Postgraduate Certificate (LPC).

19.14 The Degree of Master of Science, LPD and LPC shall be awarded in a named subject listed in the Programme Regulations. In each instance, the subject shall be determined by the Programme Board in the light of the selection of modules taken by the individual candidate.

19.15 Candidates who have satisfied the requirements for the award of the Degree of Master of Science may be awarded the degree with Distinction in accordance with the scheme set out in Appendix 2 to GRMPA.

19.16 The Faculty Board shall appoint for each candidate an industrial supervisor and an industry-based project Co-ordinator in addition to a supervisor who is a member of the academic staff at the University and a Director

of Research.

19.17 Candidates shall re-register annually on the recommendation of the Director of Research. Re-registration will depend upon satisfactory performance in research and taught modules. In research satisfactory progress will depend upon the assessment of annual research reports submitted by the candidate of not less than 5000 words or its adjudged equivalent. Assessment shall be undertaken by someone other than the candidate's Supervisor or Director of Research and shall include an oral examination.

19.18 Throughout the programme of study candidates shall undertake a research project or series of research projects. Candidates shall normally spend a significant amount of time working on the project(s) in a participating engineering company or companies.

19.19 Lack of satisfactory progress in either the curriculum based element of the programme or the research project will mean that the candidate will not be permitted to continue to pursue the programme of study. At the end of year 2 the Programme Board shall consider the progress of candidates on the basis of their performance in the curriculum based element and research element of the programme and the candidates shall either:

a. be permitted to continue with EngD programme; OR

b. be permitted to proceed with EngD programme AND be awarded an appropriate MSc/LPD/LPC as defined in Programme Regulations; OR

c. be required to withdraw from the EngD; OR

d. be required to withdraw from the EngD but be permitted to re-submit the dissertation within a prescribed period for the award of an appropriate MSc; OR

e. be required to withdraw from the EngD but be awarded an appropriate LPD/LPC. This applies where a candidate has not completed the dissertation requirements for the award of an MSc; OR

f. be required to withdraw from the EngD but be encouraged to register for the degree of Master of Philosophy.

19.20 For the degree of EngD the basis of assessment, following satisfactory completion of the curriculum based element, shall be a collection of published papers and a discourse of no more than 20,000 words setting out the aims, objectives, findings and industrial relevance/impact of the research work undertaken. The submission shall include a minimum of 3 published (peer reviewed) papers or papers accepted for publication, of which at least one should be in an appropriate engineering journal. Where the research programme is subject to a confidentiality agreement entered into by the participating company at the outset of the programme, technical reports should be included in lieu of published papers. Such technical reports shall have been subject to external assessment.

19.21 When an eligible candidate has notified his/her intention to make a submission the Faculty Board shall appoint examiners. There shall be a least two external examiners in addition to the internal examiner.

19.22 In order to be eligible for the award of the degree of Doctor of Engineering, candidates must demonstrate innovation in the application of knowledge to the engineering business environment. In addition they must demonstrate the following competences:

(i) Expert knowledge of an engineering area;
(ii) The appreciation of industrial engineering and development culture;
(iii) Project and programme management skills;
(iv) Teamwork and leadership skills;
(v) Oral and written communication skills;
(vi) Technical organisational skills;
(vii) Financial engineering project planning and control;
(viii) The ability to apply their skills to new and unusual situations;
(ix) The ability to seek optimal, viable solutions to multi-faceted engineering problems and to search out relevant information sources.

For candidates registered in the Department of Civil and Building Engineering competences iii-ix will be demonstrated by successful completion of compulsory taught modules in Management and Professional Development undertaken during the Curriculum-based component of the programme.

19.23 The term research student shall be taken to apply to all Research Engineers registered on the EngD programme. The provisions of the Regulations for Higher Degrees by Research shall apply to all candidates except as provided for in the foregoing paragraphs.

20. Regulations for the New Route PhD

20.1 Candidates registering for the New Route PhD programme should normally possess at least an upper second class honours degree, or equivalent qualification and professional experience.

20.2 Candidates shall be required to pursue an approved full-time programme of study and research extending over a period of four years. Candidates who already possess an appropriate Masters Degree or other relevant experience may be granted credit from undertaking specific modules up to a total modular weight of 30 at the discretion of the Programme Director.

20.3 Any research student who is registered for the New Route PhD programme is eligible to submit a thesis for the degree of Doctor of Philosophy after 48 months full-time registration. However, a student may submit their thesis up to 6 months early with the permission of their supervisor and Director of Research. Candidates shall submit their theses within 54 months of the date of their initial registration.

20.4 Candidates shall be registered at the outset for the degree of MPhil / PhD as appropriate. Registration shall normally be with effect from 1 October.

20.5 Programme Regulations shall be published for the curriculum-based element of the New Route PhD, which shall include a listing of the constituent modules. Module specifications shall be published for each module in accordance with the provision of General Regulations for Modular Postgraduate Awards (GRMPA).

20.6 Candidates are required to register for modules with a minimum total modular weighting of 60 credits and a maximum total modular weighting of 120 within a period of time specified in the Programme Regulations, except where exemption has been granted in accordance with paragraph 20.2 of these Regulations.

20.7 All candidates shall register at the beginning of their programme and subsequently at the beginning of each academic year for the modules which they are taking in that year, subject to their satisfactory progress in research and the extension of their registration for the Degree of MPhil / PhD in accordance with para.4.4 of the Regulations for Higher Degrees by Research. Candidates are not eligible to register for modules whilst they remain in debt to the University.

20.8 The curriculum-based element of the New Route PhD programme shall be assessed in accordance with the procedures set out in GRMPA and the associated Assessment Regulations (ARMPA).

20.9 An External Programme Assessor shall be appointed for the curriculum-based element of the New Route PhD programme in accordance with Ordinance XIX.

20.10 There shall be a Programme Board for the curriculum-based element of the New Route PhD programme which shall meet for the purpose of awarding the Loughborough Postgraduate Diploma (LPD) or Loughborough Postgraduate Certificate (LPC) and which shall exercise the other powers of a Programme Board described in GRMPA and ARMPA.

20.11 Candidates who accumulate a minimum of 100 credits and obtain module marks of not less than 40% in further modules with a weight of 20, and fulfil any additional requirements for the award stipulated in the Programme Regulations shall be eligible for the award of LPD in Integrated Research Studies. Candidates who do not meet the requirements for the LPD but who accumulate 60 credits and fulfil any additional requirements for the award stipulated in the Programme Regulations shall be eligible for the award of LPC in Integrated Research Studies.

20.12 Candidates will be eligible to progress on the New Route PhD programme when they have successfully completed the curriculum-based element within the maximum period of time specified in the Programme Regulations, except where exemption has been granted in accordance with paragraph 20.2 of these Regulations.

20.13 Candidates shall re-register annually and re-registration will depend upon satisfactory performance in research and taught modules. Progress during the second year of registration will be assessed through the submission to the Director of Research of a report of the order of 10,000 words on the research to date. Assessment of research progress shall be undertaken by someone other than the candidate's Supervisor or Director of Research and shall include an oral examination.

20.14 Throughout the programme of study candidates shall undertake research leading to the submission of a thesis.

20.15 Lack of satisfactory progress in either the curriculum-based element of the programme or the research project will mean that the candidate will not be permitted to continue to pursue the programme of study. At the end of year 2 the progress of candidates will be assessed on the basis of their performance in the curriculum-based element and research element of the programme and the candidates shall either:

a) be permitted to proceed with the New Route PhD programme AND be awarded an LPD as defined in Programme Regulations; OR

b) be permitted to continue with the New Route PhD programme subject to the completion of any outstanding requirements in relation to the taught element of the programme; OR

c) be required to withdraw from the New Route PhD programme; OR

d) be required to withdraw from the New Route PhD programme but be awarded an appropriate LPD/ LPC; OR

e) be required to withdraw from the New Route PhD Programme but be encouraged to submit for the degree of Master of Philosophy; OR

f) be required to withdraw from the New Route PhD Programme but be permitted to register for a PhD in accordance with the Regulations for Higher Degrees by Research.

20.16 For the degree of PhD, the basis of assessment shall be in accordance with para 10.2 of the Regulations for Higher Degrees by Research.

20.17 The provisions of the Regulations for Higher Degrees by Research shall apply to all candidates except as provided for in the foregoing paragraphs.

21. Interpretation

The interpretation of these Regulations, in the case of disagreement, shall be the responsibility of Senate.

These Regulations should be read in conjunction with Notes for the Guidance of Students, Directors of Research, Supervisors and Examiners.

(amended November 2003)