Departmental Regulations - MPhil Students

These Departmental Regulations aim to assist students and supervisors, to promote training and achievement, and to ensure that targets are met within the appropriate schedule.

The rules should be read in conjunction with the Code of Practice for Graduate Research Degrees from the Board of Graduate Studies. The rules are in addition to the rules and regulations laid down by the University and its offices and your College.

1. MPhil students are expected to submit their dissertation 11 months after their start date (i.e. the end of August if starting in October the previous year).

2. Supervisors must take all reasonable steps in advance to ensure that a project is feasible and can be completed within the appropriate research timescale, and that the required facilities and funding will be available. Supervisors are also expected to discuss progress with the student at formal meetings at least once a month.

3. All students will undergo a formal induction programme at the commencement of their studentship.

4. Feasibility Report: after 1 month the DGEC will receive from MPhil students a feasibility report. This report will include a statement confirming that the necessary facilities, funding and support are available. Such facilities would include, for example, finance, access to animals, equipment and field facilities. The student and supervisor will receive feedback on the report from the Committee.

5. Progress Report: after 5 months MPhil students will write another report outlining the progress made so far and describing objectives for the future. This will be read by the two advisors, who will then arrange an informal meeting with the student. The aim is to help by providing both written and oral feedback.

6. The DGEC may request further reports as it considers appropriate.

7. MPhil students are encouraged to present their work to a general audience.

8. All students are ultimately responsible for their own research activity, the quality of the submitted thesis and their candidacy for a degree.

9. Exemption to any part of these regulations on the grounds of exceptional circumstances may be given by the Head of Department, or, for the Head’s students, a senior member of the Department nominated by the DGEC. Exemption will be based on the recommendation of the Committee and supervisor, together with other relevant expertise as considered appropriate. In such circumstances the student will be allowed to present his/her case in person to the appropriate authority.

Dr Andrea Manica, Chair, Departmental Graduate Education Committee
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