

C. ORDINANCES, RESOLUTIONS AND REGULATIONS

A. REGULATIONS FOR RESEARCH STUDENTS AND APPOINTMENT OF RESEARCH FELLOWS

Ordinance 350 of the University Courts of the Universities of St Andrews, Glasgow, Aberdeen and Edinburgh (General No. 12) approved by Her Majesty in Council, 12th September 1960, with effect from 1st October 1960, and Supplementary Regulations by the Senatus Academicus

1. Ordinance No. 61 (General No. 23) of the Commissioners appointed under the Universities (Scotland) Act, 1889, is hereby repealed, and references to that Ordinance shall be construed as references to the present Ordinance.

RESEARCH STUDENTS

2. The Senatus Academicus, 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.

RESEARCH FELLOWS

3. The University Court shall have power to appoint Research Fellows on such terms and conditions as the University Court, after consultation with the Senatus Academicus, may determine.

GENERAL

4. Research Students and Research Fellows 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 Senatus Academicus, may determine.
5. This Ordinance shall come into force at the beginning of the first academic year after the date of its approval by Her Majesty in Council.

SENATE REGULATIONS

I Interpretation

1. *In these Regulations, the following expressions shall have the meanings hereby assigned to them:-*
Faculty Council means the Council of the relevant Faculty or such committee of the Council of the relevant Faculty to which it has delegated the responsibility;
Dean of Faculty means the Dean of the relevant Faculty or such other Faculty Officer to whom the responsibility has been delegated;
Head of School means the Head of School or director of research institute or such other member of school or institute to whom the responsibility has been delegated.
M.Litt. means Master of Letters
M.Phil. means Master of Philosophy
M.Res. means Master of Research
M.Sc. means Master of Science
D.Lang. means Doctor of Languages
Ph.D. means Doctor of Philosophy

II Admission

1. *Applicants for admission to postgraduate study must make written application to the Postgraduate Admissions Office for consideration by the relevant School stating:-*
A. *the nature of the academic or equivalent qualifications which they already possess;*
B. *the nature of the research they wish to pursue;*
C. *the names of at least two individuals who will be prepared to comment on their suitability as research students.*

Postgraduate Study

2. *On receipt of the application the Head of School must be satisfied that:-*
 - A. *the applicant is suitably qualified;*
 - B. *the research can be carried out effectively with the facilities available in the University or in exceptional circumstances in any institution approved by the Dean of Faculty;*
 - C. *a professor, reader or lecturer in the University, or in exceptional circumstances some other properly qualified person, is prepared to supervise the work OR that adequate and appropriate supervision can be provided.*

The Head of School may recommend admission of applicants, who satisfy conditions A.-C., to the Postgraduate Admissions Office; The Dean of Faculty has overall responsibility to monitor the management of postgraduate study.
3. *Admitted applicants will normally be full-time students although those in full-time employment may not be so registered except with the written permission of their employer. Members of staff of the University may be permitted to register full-time if they can satisfy Faculty Council that: -*
 - A. *where they are funded from external sources, these bodies have given their permission;*
 - B. *the work on which they are engaged as full-time employees of the University is of sufficient scope and originality as to be appropriate for study as part of a higher degree;*
 - C. *the level and character of supervision offered to the member of staff is in no way incompatible with that normally associated with study for a higher degree.*

Where full-time registration by a member of staff is approved the appropriate full-time fee will be payable. Notwithstanding, members of staff in either full-time or part-time employment may choose to study part-time. Other applicants, who are not members of staff, may study part-time only if they can satisfy the Senatus Academicus that inadequate time is available for full-time study.
4. *Overseas students whose first language is not English must provide evidence of competence in written and spoken English as well as meeting the other entrance requirements. A satisfactory result in a recognised test of English language competence, e.g. British Council E.L.T.S. or T.O.E.F.L. is acceptable. This test should be taken in the student's home country. If a student is admitted who does not have satisfactory scores, she/he is required to attend, and to attain a satisfactory standard in, a course in St Andrews in language, study skills and cultural orientation before the session begins.*
5. *Every research student shall be required to matriculate and pay the appropriate fee. All fees are subject to annual revision and the revised fees will apply to all students.*

III Student Progress

1. *All postgraduate students and supervisors are required to conduct their research and supervision in accordance with the requirements of the University's Code of Practice for the Supervision of Research Students.*
2. *All postgraduate students are required to undertake postgraduate study or training as is laid down by the Faculty Council and by the Head of School in which they undertake their research.*
3. *All postgraduate students will undergo a review conducted by the Head of School to determine whether progress is satisfactory and to determine the course of subsequent registration. This review will normally be conducted after six months (one year in the case of part-time students) and no later than twelve months after the initial date of matriculation as a research student. The Head of School will report to the appropriate Faculty Council the result of the review and will recommend registration for the degree of Ph.D., or D.Lang., or M.Phil., or M. Litt., or M. Res., or M.Sc., or for the Graduate Diploma, as appropriate.*
4. *A postgraduate student shall have the right of appeal against a decision made at the review under 3, above. A committee appointed by the Senatus Academicus shall hear the appeal and report to the Senatus which will then determine the course of registration.*

B. DIPLOMA IN MEDICAL SCIENCE

SENATE REGULATIONS

I Admission

1. *Before being admitted to a course of study for the Diploma in Medical Science a candidate must have obtained a degree or other qualification approved by the Faculty Council.*

II Nature and Duration of Course of Study

2. *Candidates shall pursue a full-time course of study in the University for not less than two academic years.*
3. *A candidate must matriculate each year of study.*
4. *The subjects and syllabus of the Diploma shall be approved by the Board of Studies in Medical Science.*
5. *The course of study for each candidate shall be determined by the Pro-Dean (Medical Science) at the time of admission. A candidate must attend at least three full classes and three half-classes, as approved for the Diploma, and pass the examination for each of these classes.*

III Examination and Progress

6. *The examination for each subject approved for the Diploma shall consist of at least one written paper of three hours, and may include practical and oral examinations and an assessment of work undertaken during the course.*
7. *The written examination shall be held twice a year, in May/June and August/September. Candidates will normally be permitted to present themselves at both diets of examination.*
8. *Candidates whose progress is deemed by the Faculty Council to be unsatisfactory shall have their studies for the Diploma discontinued.*
9. *The examiners for the Diploma shall be the professors, readers and lecturers who conduct the courses of study and such additional examiners from outside the University of St Andrews as the Faculty Council may determine.*
10. *A candidate who has completed two years of study, and has passed the examinations in all of the subjects approved for the Diploma, may be admitted to the Honours year of the course for the B.Sc. Degree in Medical Science and to become a candidate for the B.Sc. Degree. A candidate may not, however, be awarded a Diploma and the B.Sc. Degree in Medical Science.*

**C. GRADUATE DIPLOMAS AND DEGREES OF
MASTER OF LETTERS,
MASTER OF SCIENCE, MASTER OF RESEARCH AND MASTER OF PHILOSOPHY**

Resolution of the University Court, 1992 No. 1

In exercise of the powers conferred by Section 3 of the Universities (Scotland) Act, 1966, the University Court of the University of St Andrews hereby resolves as follows: -

1. The University of St Andrews may confer (a) Graduate Diplomas in Arts, Divinity and Science, (b) the Degree of Master of Letters in Arts and Divinity (M.Litt.), (c) the Degree of Master of Science in Science (M.Sc.), and (d) the Degree of Master of Philosophy in Arts, Divinity and Science (M.Phil.).
2. The Senatus Academicus, with the approval of the University Court, may from time to time make regulations on any matters for giving effect to this Resolution.
3. A candidate who has satisfied the Senatus Academicus that (s)he has attained the necessary standard, who has paid all fees required, and who has satisfied the other requirements of this Resolution and any regulations made thereunder, shall be entitled to receive the relevant Diploma or Degree.
4. The following Resolutions of the University Court are hereby revoked:- 1967 No. 9, 1970 No. 4, 1974 No. 2, 1980 No. 2, 1981 No.2, 1982 No. 1, 1989 No. 2.
5. This Resolution shall come into effect on 16th March 1992.

SENATE REGULATIONS

I Interpretation

1. *In these Regulations, the following expressions shall have the meanings hereby assigned to them: -
Faculty Council means the Council of the relevant Faculty or such Committee of the Council of the relevant Faculty to which it has delegated the responsibility;
Dean of Faculty means the Dean of the relevant Faculty or such other Faculty Officer to whom the responsibility has been delegated;*

Postgraduate Study

Head of School for the Head of School or director of research institute or such other member of school or institute to whom the responsibility has been delegated.

M.Litt. means Master of Letters

M.Sc. means Master of Science

M.Phil. means Master of Philosophy

M.Res. means Master of Research (Court Resolution in preparation)

Taught degree Programme for programme of study for the award of Graduate Diploma, M.Litt., M.Sc., M.Phil.

II Graduate Diplomas and Postgraduate Degrees with a Taught Element

1. A candidate who has, over a period of not more than one year for a full-time student, and two years for a part-time student:-
 - A. gained 120 credits in an approved Programme; and
 - B. satisfied the Committee of Examiners for that Programme; and
 - C. satisfied the fee requirements,shall be awarded the Graduate Diploma.
2. A candidate who has:-
 - A. gained 120 credits in an approved Programme over a period of not more than one year for a full-time student and two years for a part-time student, submitted a dissertation, and satisfied the Committee of Examiners in the assessments for that Programme and in the dissertation; and
 - B. satisfied the fee requirements,shall be awarded the degree of M.Litt. or M.Sc. or M.Res., as appropriate.
3. A candidate who has:-
 - A. gained 120 credits in an approved Programme over a period of not more than one year for a full-time student and two years for a part-time student and satisfied the Committee of Examiners in the assessment for the Programme; and
 - B. submitted a thesis completed during a further period of twelve months (or its equivalent for a part-time student); and
 - C. satisfied the fee requirements,shall, if the thesis is approved, be awarded the degree of M.Phil.

III Admission

1. To qualify for admission to a taught degree Programme a candidate must have obtained a degree from a university of the United Kingdom or other qualification(s) deemed equivalent by the Faculty Council. Suitably qualified applicants may be admitted direct to the second year of studies leading to the degree of M.Phil.
2. The following categories of student may make application to the Faculty Council to have their registration transferred to study for the degree of M.Litt. or M.Sc. or M.Res. and may count towards the requirement of that degree such number of months of full-time study (or their part-time equivalent) as have been completed since their date of first matriculation:-
 - A. students who have satisfactorily completed six months of study under Research Ordinance 12;
 - B. students attending a Graduate Diploma Programme who, on the recommendation of their supervisor, are deemed able to submit a dissertation of sufficient quality.
3. The following categories of student may make application to the Faculty Council to transfer to the second year of study for the degree of M.Phil. and may count towards the requirement of that degree such number of months of full-time study (or their part-time equivalent) as have been completed since their date of first matriculation:
 - A. students who have satisfactorily completed six months of study under Research Ordinance 12 and who are deemed fit to undertake independent research;
 - B. students attending a taught Programme who, on the recommendation of their supervisor, are deemed fit to undertake independent research.
4. Applications for admission to a taught postgraduate programme must be submitted to the Postgraduate Admissions Office, which shall have power, after consultation with the relevant School/s, to admit applicants who are deemed to satisfy the requirements referred to in this Regulation.

IV Full-time and Part-time Study

1. *Applicants will be admitted only as full-time students, except in the case of members of the University staff, or entrants to such Graduate Diploma Programmes as the Senatus Academicus may approve, or direct entrants to the second year of study for the degree of M.Phil.*
2. *All students shall, for the duration of a Programme taught solely in St Andrews, be resident in St Andrews or its immediate vicinity.*
3. *The Faculty Council may permit candidates for the degree of M.Phil. who have been permitted to proceed to the second year of study to prosecute their studies elsewhere than in the University, provided that the Dean of Faculty is satisfied that the necessary facilities exist for the prosecution of the research and that it is being carried out under adequate supervision.*
4. *Students may be admitted to, or be permitted to transfer to, part-time study if they can satisfy the Faculty Council that inadequate time is available for full-time study.*

V Nature and Duration of the Graduate Diploma Programme

1. *The Senatus Academicus, on the recommendation of the Faculty Councils, shall prescribe the subjects in which taught Programmes may be offered.*
2. *Each Graduate Diploma Programme shall last for not less than nine months and not more than twelve months for full-time students, and not less than twenty-one months and no more than twenty-four months for applicants admitted as part-time students.*
3. *Each Graduate Diploma Programme shall consist of modules worth at least 120 credits.*
4. *The relevant Faculty Council shall approve, for each Programme, the modules which are available to students on that Programme and, for each module, the method of assessment and the credits to be awarded to a student who gains a pass grade in that module.*
5. *The assessment for a module shall be by examination, by continuous assessment of course work, or by a combination of both.*
6. *Details of each student's modules shall, within three months of the commencement of the course, be submitted for the approval of the Faculty Council; no student may repeat any module, nor part of a module, previously taken for another degree.*
7. *The Head of School shall appoint a person to supervise the student's studies, to whom the student shall report at least monthly and on such other occasions as the supervisor may require. In exceptional circumstances, the Head of School may appoint an additional supervisor from within or outwith the University. Where a student requires to study for a period outwith St Andrews, the Faculty Council shall appoint an additional external supervisor. Nominations of supervisors and changes of supervisors must be reported to the Dean of Faculty.*
8. *Candidates whose progress is deemed by the Head of School to be unsatisfactory may be required by the Faculty Council to discontinue their studies at any time of the year. Students who fail to satisfy the requirements of a module by failure to submit work within stipulated deadlines and after due warning, or who have been absent from the teaching of a module for three continuous weeks, shall, save in exceptional circumstances and with the permission of the Associate or Pro Dean of the relevant Faculty, have forfeited the right to continue to attend the module, and shall have their studies discontinued.*
9. *All students shall matriculate in each year of study, and shall commence their studies no later than two weeks after the beginning of the Programme.*

VI Registration

1. *A student's progress shall be reviewed at the end of the first semester of study, and any recommendation for re-registration by the supervisor in consultation with the Head of School shall be made to the Dean of Faculty. At the same time or as soon as possible thereafter, the supervisor shall register with the Dean of Faculty the topic of the dissertation for candidates for the degree of M.Litt. or M.Sc. or M.Res.*

VII Examinations

1. *Each candidate shall be examined by a Board of Examiners, consisting of the professors, readers and lecturers who conduct the Programme and such external examiner(s) as the Faculty Council may appoint.*
2. *Having completed all the work of a module, candidates shall complete the assessment for the module by the end of the diet of examinations held at the end of the semester in which teaching for the module ceases.*

Postgraduate Study

3. *If a candidate fails to complete the assessment for a module through illness or other good cause, the Board of Examiners may arrange such special examinations outside the normal diet and/or examine such submitted work as they deem necessary.*
4. *Where a student fails the assessment for a module, the Board of Examiners may offer a re-assessment, the exact form of which must be approved by the External Examiner.*
5. *A written report, signed by the Board of Examiners, on each candidate who completes the Graduate Diploma Programme shall be submitted to the Dean of Faculty and shall recommend that:-*
 - A. *in the case of a candidate for the Graduate Diploma either:-*
 - i. *the Graduate Diploma be awarded; or*
 - ii. *the candidate be allowed to re-register for either the degree of M.Litt., M.Sc., M.Phil. or M.Res.; or*
 - iii. *the candidate not having achieved the required standard, the Graduate Diploma not be awarded.*
 - B. *in the case of a candidate for the degree of M.Litt. or M.Sc. or M.Res. either:-*
 - i. *the candidate be allowed to re-register for the degree of M.Phil.; or*
 - ii. *the candidate be allowed to proceed to present the dissertation; or*
 - iii. *the candidate be awarded the Graduate Diploma; or*
 - iv. *the candidate not having achieved the required standard, no award should be made.*
 - C. *in the case of a candidate for the degree of M.Phil. either:-*
 - i. *the candidate be allowed to proceed to the second year of study; or*
 - ii. *the candidate be allowed to re-register for the degree of M.Litt. or M.Sc. or M.Res.; or*
 - iii. *the candidate be awarded the Graduate Diploma; or*
the candidate not having achieved the required standard, no award be made.

The Board of Examiners may recommend the award of the degree with Distinction in relation to the whole, or to the dissertation, or the taught component.
6. *The supervisor shall provide candidates who are proceeding to studies for the degree of M.Litt., or M.Sc. or M.Phil. or M.Res. with a report of their performance in the Graduate Diploma Programme.*

VIII Dissertation for M.Litt., M.Sc. and M.Res.

1. *The dissertation shall be submitted not later than twelve months from the date of the commencement of the Programme or the equivalent for part-time students. Exceptionally a candidate may be permitted a further period of three months in which to submit the dissertation.*
2. *The dissertation shall be written in English, unless the Faculty Council has given special permission for another language to be used, and shall not exceed 15,000 words.*
3. *The dissertation shall be prefaced with a declaration that it has been composed by the candidate, that the work of which it is a record has been done by the candidate alone, and that it has not been accepted in any previous application for any degree.*
4. *Two copies of the dissertation shall be submitted and shall be typed and stapled or bound but shall not be required to be deposited in the University Library. One copy may, however, be retained in the School.*
5. *The dissertation shall be examined by at least two examiners one of whom shall be an external examiner appointed by the Faculty Council.*
6. *The Board of Examiners shall, on the basis of the written report of the examiners for the taught class examination and of their assessment of the dissertation and, if applicable, any oral examination required, recommend to the Senatus Academicus, through the Faculty Council, either:-*
 - A. *that the degree of M.Litt. or M.Sc. or M.Res. be awarded; or*
 - B. *that, in the event of the Dissertation not reaching the required standard, the Graduate Diploma be awarded*

The Board of Examiners may recommend the award of the degree with Distinction in relation to the whole or the dissertation or the taught component.
7. *A candidate who has been permitted to proceed to the dissertation element of the M.Litt. or M.Sc. or M.Res. but does not submit the dissertation may apply to the Senatus Academicus for the award of the Graduate Diploma.*

IX Thesis for M.Phil.

1. *The thesis shall be submitted not later than the end of the second year of study, or the equivalent period for a part-time student. Exceptionally a candidate may be permitted a further period of six months within which to submit the thesis.*

2. *The topic of the thesis shall be registered with the Dean of Faculty not later than the start of the session following the satisfactory completion of the Graduate Diploma Programme. Candidates admitted direct to the second year of study shall register their topic within three months of matriculation.*
3. *The thesis shall be written in English unless the Faculty Council has given special permission for another language to be used.*
4. *The normal maximum length of the thesis will be 40,000 words, excluding bibliography.*
5. *Three complete copies of the thesis shall be submitted in typescript and in secure but temporary binding. There shall be an adequate margin on each page. After the examination has been completed two copies shall be bound in an approved style at the candidate's expense and shall be deposited in the University Library. The third copy of the dissertation shall be returned to the candidate.*
6. *An abstract (not exceeding 300 words in length) of the thesis shall be submitted for the approval of the examiners. In the case of a thesis written in a foreign language there shall be a summary in English of between 1,000 and 3,000 words, in addition to an abstract in English. The abstract (and, where appropriate, the summary) shall be bound in with the thesis.*
7. *In exceptional circumstances the Faculty Council may give permission for the thesis to be presented in a different medium.*
8. *The introduction to the thesis shall be prefaced by:-*
 - A. *a declaration that the thesis has been composed by the candidate, that the work of which it is a record has been done by that candidate, and that it has not been accepted in any previous application for any degree;*
 - B. *a statement of the date of the candidate's admission as a research student;*
 - C. *a statement by the supervisor that the Regulations have been fulfilled; and*
 - D. *a statement that either access to the thesis in the University Library shall be unrestricted or that with the approval of Faculty Council access shall be restricted under stated conditions for a period up to a maximum of five years.*
9. *The thesis shall give evidence of the candidate's capacity for independent research.*
10. *Reprints of published papers are not accepted in lieu of the formal thesis, which should take the form of a specially composed monograph.*
11. *For the thesis at least two examiners shall be appointed, one of whom must be an external examiner. The supervisor may not normally be a member of the Examining Committee, although the Examining Committee may invite the supervisor to submit a report and attend any oral examination deemed necessary by the examiners. In such cases where it is necessary for the supervisor to be an internal examiner, then a second external examiner shall be appointed.*
12. *The examiners for the thesis shall be required, where appropriate, to take into account the written report of the examiners on the written examination when making their recommendations.*
13. *The examiners shall recommend to the Faculty Council either:-*
 - A. *that the thesis be approved and that the degree be awarded, subject to making any purely typographical corrections and revisions; or*
 - B. *that the thesis be approved and the degree awarded on condition that such minor adjustments/corrections as are required by the examiners are made within a period of three months from the date of intimation to the candidate by the convener; or*
 - C. *that the thesis be not accepted in its present form but that the candidate be given the opportunity to revise the thesis and to resubmit it within a period of six months from the date of intimation to the candidate of the decision of the Senatus; or*
 - D. *that the thesis not having reached the required standard be rejected but that it be accepted as of sufficient standard along with the written examination to merit the degree of M.Litt. or M.Sc.; or*
 - E. *that the thesis be rejected and that the candidate be awarded the Graduate Diploma where so qualified; or*
 - F. *that no award be made.*
14. *The examiners may recommend the award of the degree with Distinction in relation to the whole or the thesis or the taught component.*
15. *The Faculty Council, having satisfied itself that all requirements of the Regulations have been observed, shall transmit the joint recommendations of the examiners to the Senatus Academicus.*
16. *A student who has been permitted to proceed to the M.Phil. dissertation but who does not submit the thesis may apply to the Senatus Academicus for the award of the Graduate Diploma.*

D. DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

Resolution of the University Court, 1992 No. 6

In exercise of the powers conferred by section 3 of the Universities (Scotland) Act, 1966, the University Court of the University of St Andrews hereby resolves as follows:-

1. The University of St Andrews may confer the Degree of Doctor of Philosophy (Ph.D.).
2. The Senatus Academicus, with the approval of the University Court, may from time to time make regulations on any matters in order to give effect to this Resolution.
3. A candidate who has satisfied the Senatus Academicus that (s)he has attained the necessary standard, who has paid all fees required, and who has satisfied the other requirements of this Resolution and any regulations made thereunder, shall be entitled to receive the Degree of Doctor of Philosophy.
4. Resolution of the University Court 1967 No. 1 is hereby revoked.
5. This Resolution shall come into effect on 19th March 1993.

SENATE REGULATIONS*

I Interpretation

1. *In these Regulations, the following expressions shall have the meanings hereby assigned to them:-*
Faculty Council means the Council of the relevant Faculty or such committee of the Council of the relevant Faculty to which it has delegated the responsibility;
Dean of Faculty means the Dean of the relevant Faculty or such other Faculty Officer to whom the responsibility has been delegated;
Head of School means the Head of School or director of research institute or such other member of school or institute to whom the responsibility has been delegated.
*Ph.D. means Doctor of Philosophy and for the purposes of these regulations is understood to include D.Lang. (which means Doctor of Languages) when D.Lang. is not explicitly stated
M.Litt. means Master of Letters
M.Phil. means Master of Philosophy

II Admission

1. *The Senatus Academicus may admit as candidates for the Degree of Ph.D. persons who have been admitted as research students of the University and who have been recommended to register as Ph.D. students by Faculty Council. In exceptional circumstances the Senatus Academicus may admit as a candidate for the degree of Ph.D. a student who can satisfy the Dean of Faculty that (s)he already has adequate qualifications and for whom a supervisor can be appointed.*
2. *A Ph.D. student shall matriculate and pay the appropriate fee each year.*
3. *Before admission as a candidate for the degree of D.Lang. a postgraduate student must have qualified for the award of the degree of M.Litt. within the School of Modern Languages.*

III Full-time and Part-time Study

1. *Candidates in full-time employment may not register as full-time students except with the written permission of their employer. Members of staff of the University may be permitted to register full-time if: -*
 - A. *where they are funded from external sources, these bodies have given their permission;*
 - B. *the work on which they are engaged as full-time employees of the University is of sufficient scope and originality as to be appropriate for study as part of a higher degree;*
 - C. *the level and character of supervision offered to the member of staff is in no way incompatible with that normally associated with study for a higher degree.**Where full-time registration by a member of staff is approved the appropriate full-time fee will be payable. Notwithstanding, members of staff in either full-time or part-time employment may choose to study part-time. Other applicants, who are not members of staff, may study part-time if they can satisfy the Senatus Academicus that inadequate time is available for full-time study.*

2. *An applicant for admission as a part-time candidate for the degree must either:-*
 - A. *be a graduate of the University; or*
 - B. *be normally resident within St Andrews or its immediate vicinity.*

Persons admitted as part-time candidates for the degree under (B) shall cease to have that status unless after admission they continue to be normally resident within St Andrews or its immediate vicinity for a period of nine months.

IV Duration and Place of Study

1. *Every candidate for the Degree of Ph.D. shall pursue a course of special study or research in the University of St Andrews during a period of three years or its equivalent for part-time students.*
2. *The Senatus Academicus shall have the power to permit candidates on the recommendation of the Faculty Council to pursue elsewhere their special study and research during the whole or part of the period, provided that the Senatus is satisfied that the necessary facilities exist for the pursuit of the special study or research and that it is being done under adequate supervision.*
3. *Work done during any academic year may be reckoned as having been pursued over twelve months for a full-time student and over six months for a part-time student, unless otherwise agreed by the Dean of Faculty on the recommendation of the supervisor.*
4. *Work done during a summer vacation may be reckoned as having been carried out during three months (six weeks for part-time students) provided that the supervisor certifies it as being equivalent to three months of full-time study (or six weeks of full-time study for part-time students).*
5. *The thesis shall be normally presented after 3 years and after no more than 4 years of study as a matriculated student or the equivalent for part-time students. Exceptionally the thesis may be presented after 2 years of study as a matriculated student, or the equivalent for part-time students.*

V Nature of Study

1. *The degree of Ph.D. is granted only for original research or higher study the result of which is presented in a specially composed thesis. The original research or higher study must be carried out on a topic approved by the Head of School who shall appoint a supervisor.*
2. *All research students and supervisors are required to conduct their research and supervision in accordance with the requirements of the University's Code of Practice for the Supervision of Research Students.*
3. *The work of all Ph.D. students will be reviewed annually prior to the submission of the thesis and the results reported to the Dean of Faculty. The first annual review, which will be conducted by the Head of School and which will normally occur at the end of the first year of study after registration as a general research student, will recommend either continuance of registration as a Ph.D. student or transfer of registration to that of an M.Phil. student. The second annual review will take place by the end of the second year of study. An important part of this review is to produce an agreed timetable for submission of the thesis.*

VI Thesis

1. *Every candidate for the Degree of Ph.D. shall present a thesis embodying the results of his or her special study or research.*
2. *The thesis shall be written in English and should take the form of a specially composed monograph. In exceptional circumstances the Faculty Council may give permission for another language to be used.*
3. *The normal maximum length of the thesis will be 100,000 words excluding bibliography.*
4. *Three complete copies of the thesis shall be submitted in typescript and in secure but temporary binding. There shall be an adequate margin on each page. After the examination has been completed, two copies shall be bound in an approved style at the candidate's expense and shall be deposited in the University Library. The third copy of the thesis shall be returned to the candidate.*
5. *In exceptional circumstances the Faculty Council may give permission for the thesis to be presented in a different medium.*
6. *An abstract (not exceeding 300 words in length) of the thesis shall be submitted for the approval of the examiners. In the case of a thesis written in a foreign language there shall be a summary in English of between 1,000 and 3,000 words, in addition to an abstract in English. The abstract (and where appropriate, the summary) shall be bound in with the thesis.*
7. *The thesis shall be prefaced by:-*
 - A. *a declaration that the thesis has been composed by the candidate, that the work of which it is a record has been done by that candidate, and that it has not been accepted in any previous application for any degree;*

Postgraduate Study

- B. a statement of the date of the candidate's admission as a research student;*
- C. a statement by the supervisor that the Regulations have been fulfilled; and*
- D. a statement that either access to the thesis in the University Library shall be unrestricted or that with the approval of Faculty Council access shall be restricted under stated conditions for a period up to a maximum of five years.*

VII The Examination

- 1. The Senatus Academicus shall appoint a Committee to examine the thesis and report on it to the Senatus Academicus. The Committee shall normally consist of two examiners, one of whom shall be an external examiner. An internal examiner shall be appointed, who (for administrative purposes) shall act as convener of the Committee. A supervisor shall not normally be appointed to the examining committee and under no circumstances may be its convener. In exceptional circumstances where the supervisor is a member of the examining committee a second external examiner shall be appointed.*
- 2. The examiners appointed by the Senatus Academicus shall submit independent written reports on the thesis. These independent reports must be completed and a copy returned to the University Postgraduate Office before any oral examination of the candidate can take place. In addition the supervisor of the thesis shall submit a written report on it to the convener of the examining committee*
- 3. The Committee shall require the candidate to submit to an oral examination. In exceptional circumstances and only with the express approval of Faculty Council the requirement of an oral examination may be waived.*
- 4. The Examining Committee shall bear in mind that their judgement of the substantial significance of the thesis should take into account what may be reasonably expected of a capable and diligent student after three years of full-time study.*
- 5. The examination of the thesis by the Committee should normally be completed within three months of the date of submission. If the examining committee is unable to convene within three months then the Dean of Faculty shall be empowered to authorise a short extension of the examining period or to advise the Senatus Academicus that a new committee should be appointed.*
- 6. No candidate may submit a thesis until the appropriate fee requirement has been met.*
- 7. The examining committee shall make one of the following recommendations to the Senatus Academicus:-*
 - A. that the thesis be approved and the degree of Ph.D. be awarded subject to making any purely typographical corrections and revisions; or*
 - B. that the thesis be not accepted in its present form but that the candidate be given the opportunity to make minor corrections to the thesis within a period of three months of the date of the examination and that, upon the convener of the committee being satisfied that these minor corrections have been effected, the thesis be approved and the degree of Ph.D. be awarded; or*
 - C. that the thesis be not accepted in its present form but that the candidate be given the opportunity to revise the thesis and resubmit it within twelve months from the date of intimation to the candidate of the decision of Senatus; or*
 - D. that the thesis being of sufficient merit, the candidate be awarded the degree of M.Phil.; or*
 - E. that the thesis be rejected.*

VIII Resubmission

- 1. If a recommendation to the Senatus Academicus is made for resubmission by an examining committee the candidate shall receive in writing from the convener of the committee a detailed list of corrections and revisions deemed to be necessary by the examiners. The candidate shall be expected to take these into account in any resubmission of the thesis.*
- 2. On resubmission of the thesis and payment of the appropriate fee the examining committee shall be reconvened and a further examination be conducted. The convener of the committee may recommend to the Dean of Faculty that the requirement of an oral examination be waived, if that is the unanimous opinion of the examining committee.*
- 3. If the original examining committee cannot be reconvened then the Senatus Academicus shall have the power to appoint a new committee to examine the thesis.*
- 4. The examining committee shall make one of the following recommendations to the Senatus Academicus:-*
 - A. that, the thesis be approved and the degree of Ph.D. be awarded; or*
 - B. that, the thesis being of sufficient merit, the candidate be awarded the degree of M.Phil.; or*
 - C. that the thesis be rejected.*

E. DEGREE OF DOCTOR OF SCIENCE (D.Sc.)**Resolution of the University Court, 1974, No.3**

1. The Degree of Doctor of Science (D.Sc.) may be conferred by the University of St Andrews.
2. The Senatus Academicus, with the approval of the University Court, may from time to time make regulations on any matters for giving effect to this Resolution: provided always that all such regulations shall be communicated to the General Council before receiving the approval of the University Court and any representations made thereon by the General Council within one calendar month of such communication shall be taken into consideration by the University Court before the regulations are finally approved.
3. Candidates who have satisfied the Senatus that they have attained the necessary standard, who have paid the fees required, and who have satisfied the other requirements of this Resolution and any regulation made thereunder, shall be entitled to receive the Degree of Doctor of Science.
4. From the date on which this Resolution comes into force Part III of the Ordinance No.338 (St Andrews No.51) shall be revoked.
5. This Resolution shall come into effect on 1st October 1974.

SENATE REGULATIONS***I Interpretation***

1. *In these Regulations:—*
the following expressions shall have the meanings hereby assigned to them:
 Court means the University Court of the University of St Andrews;
 Degree of Doctor of Science means the Degree of Doctor of Science in the University of St Andrews.

II Qualifications for the Degree

2. A. *The Senatus Academicus may admit as a candidate for the Degree of Doctor of Science either:—*
 - i. *any graduates of the University of St Andrews provided that not less than seven years have elapsed from the date of their first graduation in the University, or*
 - ii. *any professor or reader or lecturer in the University or holder of any such post or appointment in the University as the Senatus Academicus may approve, provided that not less than four years have elapsed from the date of appointment.*
- B. *Applications for admission as a candidate for the Degree of Doctor of Science must be made in writing to the Senatus Academicus.*

III Presentation of Material and Declaration by Candidates

3. A. *Each candidate for the Degree of Doctor of Science shall present as evidence of fitness to receive the degree a specially composed thesis, or a published work, or a series of published papers, or any combination of these. The material so presented in evidence may either be entirely that of the candidate or carried out in collaboration with another person or persons, provided that, in the latter case, the contribution of the candidate can be clearly defined. The standard of work required for the Degree of Doctor of Science is a high one. The subject matter must be coherent and original and should form a contribution to the advancement of scientific knowledge of such substance and distinction as to give the candidate an authoritative status in some branch or branches of learning.*
- B. *Such evidence as is presented in terms of Sub-Section (A) of this Section shall be accompanied by a declaration signed by the candidate certifying either:—*
 - i. *that the candidate is the sole author of the work, or*
 - ii. *that the candidate is the joint author of the work in collaboration with another person or persons who shall be named, in which case the declaration must also include a statement clearly defining the extent of the candidate's personal contribution to the joint work.*
In each case, such declaration must also state the extent (if any) to which the work has been

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submitted in any previous application for any degree and the result of any such application. Work submitted in a successful application for any degree shall be disallowed. The Senatus Academicus shall have discretion to allow or disallow work submitted in an unsuccessful application.

- C.
 - i. *If after inquiry the Senatus Academicus is not satisfied with the declaration provided for in Sub-Section (B) of this Section, the Senatus shall have power to refuse the application.*
 - ii. *If after inquiry the Senatus Academicus is satisfied with the said declaration it shall remit the work submitted to a Committee of Examiners as provided in Section 4 hereof.*
- D. *Two complete copies of the thesis or published work or of the series of published papers or any combination of these must be submitted. The Library Committee shall have power to decide when and under what conditions these copies shall be available for consultation or borrowing but the copyright shall belong to the candidate.*

IV Committee of Examiners and Award of the Degree

4. *For the purpose of examining the work submitted by a candidate, the Senatus Academicus shall appoint a Committee consisting of two or more members of the teaching staff of the University of St Andrews, one of whom shall be from among the professorial staff, and two or more additional examiners from outside the University of St Andrews. If, following a report from the Committee of Examiners, the Senatus is of the opinion that the work submitted constitutes an original and sufficiently substantial contribution to scientific knowledge by the candidate, the candidate shall be awarded the degree.*

V General

5. *From the date on which these Regulations receive the approval of the Court all previous Regulations for the Degree of Doctor of Science shall cease to have effect.*

F. DEGREE OF DOCTOR OF LETTERS

Scottish Universities (University of St Andrews Commissioners and Courts of the Universities of Glasgow, Aberdeen and Edinburgh), Ordinance No.6 approved by Her Majesty in Council, 13th May 1959, with effect from 1st October 1959, and Supplementary Regulations by the Senatus Academicus.

1. The Degree of Doctor of Letters (D.Litt.) may be conferred by each of the Scottish Universities.
2. Graduates of any of the Scottish Universities may offer themselves for the Degree of D.Litt. in that University after the expiry of seven years from the date of their first graduation therein.
3. Any persons who hold such office or offices in each of the said Universities as the Senatus may approve who are not already graduates of the University in which they hold such post or appointment may offer themselves for the Degree of Doctor of Letters in the University in which they hold office, after the expiry of four years' continuous tenure of one or more of these offices, posts or appointments, provided always that not less than seven years shall have elapsed from the date of their first graduation in any University.
4. A candidate for the Degree of D.Litt. shall present a published work or works accompanied by a signed declaration that he or she is the author thereof.
5. The Senatus 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 Senatus, on the recommendation of these examiners, the body of work shall be held to constitute an original and substantial contribution to humane learning.

6. The fee to be paid for examination for the degree shall be such sum as may from time to time be determined by the University Courts of the four Universities. Notwithstanding the provisions of the following Ordinances made by the respective University Courts, namely:—
No.158 (St Andrews No.35-Fees for Matriculation and Entrance)
No.160 (Glasgow No.41-Fee for Matriculation)
No.197 (Aberdeen No.37-Fee for Matriculation)
No.156 (Edinburgh No.51-Fee for Matriculation)
or of any other Ordinances, candidates for examination or graduation shall not be required to pay a matriculation fee.
[The fee to be paid for Degree of Doctor of Letters shall be payable when the candidate presents his or her work or works to the Senatus Academicus.]
7. The Senatus of each University shall have power to make such additional regulations governing the conferment of the degree as may be approved by the University Court.
8. The Degree of D.Litt. shall not be conferred upon a person who has not satisfied the conditions hereinbefore set forth, provided always that the Senatus of any of the four Universities may, at its discretion, permit candidates to offer themselves for the degree under the regulations previously in force during a period not exceeding five years from the date on which this Ordinance shall come into operation; and provided always that it shall be in the power of the Senatus of any of the four Universities to confer the Degree of D.Litt. *honoris causa* under such regulations as may be made by the Senatus with the approval of the University Court.
9. From the date at which this Ordinance comes into operation Sections IV, V, VI, VII, VIII, IX, XIV and XV of the said Ordinance No.62 (General No.24) are revoked, and Sections X, XII and XIII of that Ordinance are revoked so far as they refer to the Degrees of Doctor of Letters (D.Litt.) and Doctor of Philosophy (D.Phil.); the said Ordinance No.167 (General No.40) is revoked; Sections XLVIII to LV of Ordinance No.277 (St Andrews No.50) are revoked; Section LVI of that Ordinance, so far as the Degree of Doctor of Letters is concerned, is revoked; Sections VII to IX of Ordinance No.26 (Glasgow No.7) are revoked; Sections V, VI, VII, VIII and IX of the said Ordinance No.28 (Edinburgh No.10) are revoked; and Section I of Ordinance of the University Courts No.209 (General No.8-Fees for Graduation) is revoked so far as relating to the fee for the Degree of Doctor of Letters.
10. This Ordinance shall come into operation from the beginning of the academic year following the date of its approval by Her Majesty in Council.

SENATE REGULATIONS

1. *Two complete copies of the material presented in evidence must be submitted; such material must have been in print for a period of a least one year at the date of submission.*
2. *Candidates should not submit material which in substance has been submitted in a successful application for a higher degree unless they consider that its omission would result in an inadequate representation of their research.*
3. *Both copies of all successful submissions will remain the property of the University and may, at the discretion of the University, be retained. Material submitted by unsuccessful candidates will be returned.*
4. *The degree shall be awarded only if the Senatus Academicus, on the recommendation of the examiners, is satisfied that the submission represents both an original and a substantial contribution to advancement of knowledge of the subject and that it constitutes work of high distinction in scholarship and/or research in respect of qualities such erudition, insight, imagination, innovation and critical balance, such that it has established or confirmed the candidate as a recognised authority in the relevant field.*

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D. POSTGRADUATE DEGREE PROGRAMMES

School of Art History

Graduate Diploma:	Art History History of Photography Museum and Gallery Studies
M.Litt.:	Art History History of Photography Museum and Gallery Studies
M.Phil.:	Art History History of Photography Museum and Gallery Studies National Trust for Scotland Studies

School of Chemistry

Graduate Diploma:	Biological and Medicinal Chemistry
M.Sc.:	Biological and Medicinal Chemistry

School of Computer Science

Graduate Diploma:	Information Technology
M.Litt.:	Information Technology in Arts

School of Divinity

Graduate Diploma:	Divinity
M.Litt.:	Divinity
M.Phil.:	Divinity

School of English

Graduate Diploma:	Creative Writing Mediaeval English Modern Poetries in English Romantic Studies Scottish Literature Scottish Studies Shakespeare Studies Women, Writing and Gender
M.Litt.:	Creative Writing Mediaeval English Modern Poetries in English Romantic Studies Scottish Literature Scottish Studies Shakespeare Studies Women, Writing and Gender
M.Phil.:	Mediaeval English Modern Poetries in English Romantic Studies Scottish Literature Shakespeare Studies Women, Writing and Gender

School of Geography & Geosciences

Graduate Diploma:	Health Geography Research
M.Res.	Health Geography

School of Greek, Latin & Ancient History

Graduate Diploma: Ancient Historical Research
Ancient History
Classics & Ancient History
Greek
Greek & Latin
Latin
Research in Classics

M.Litt.: Ancient Historical Research
Ancient History
Classics & Ancient History
Greek
Greek & Latin
Latin
Research in Classics

M.Phil.: Ancient Historical Research
Ancient History
Classics & Ancient History
Greek
Greek & Latin
Latin
Research in Classics

School of History

Graduate Diploma: Arabic Literature
Central & East European Studies
Early Mediaeval Scotland
Enlightenment Studies
Environmental History and Policy
Historical Research
Islamic History
Late Roman, Byzantine and Early Mediaeval Studies
Maritime Studies
Mediaeval History
Middle East Politics
Middle East Studies
Modern American History
Modern Historical Studies
Modern Historiography
People and Nation in the Twentieth Century
Reformation Studies
Scottish History

M.Litt.: Arabic Literature
Central and East European Studies
Early Mediaeval Scotland
Enlightenment Studies
Environmental History and Policy
Historical Research
Islamic History
Late Roman, Byzantine and Early Mediaeval Studies
Maritime Studies
Mediaeval History
Middle East Politics
Middle East Studies
Modern American History
Modern Historical Studies
Modern Historiography
People and Nation in the Twentieth Century
Reformation Studies
Scottish History

Postgraduate Study

School of History

M.Phil.:
Arabic Literature
Central and East European Studies
Early Mediaeval Scotland
Enlightenment Studies
Environmental History and Policy
Historical Research
Islamic History
Late Roman, Byzantine and Early Medieval Studies
Maritime Studies
Mediaeval History
Middle East Politics
Middle East Studies
Modern American History
Modern Historical Studies
Modern Historiography
People and Nation in the Twentieth Century
Reformation Studies
Scottish History

School of Mathematics & Statistics

Graduate Diploma: Mathematics
Statistics

M.Sc.: Mathematics
Statistics

School of Modern Languages

Graduate Diploma: Advanced Language Studies
Cultural Identity Studies
European Languages and Linguistics
French Language Studies
French Studies
German Studies
Russian Studies
Spanish and Latin American Studies
Twentieth-Century German Literature and Society

M.Litt.: Advanced Language Studies
Cultural Identity Studies
European Languages and Linguistics
French Language Studies
French Studies
German Studies
Russian Studies
Spanish and Latin American Studies
Twentieth-Century German Literature and Society

M.Phil.: Cultural Identity Studies
European Languages and Linguistics
French Language Studies
French Studies
German Studies
Russian Studies
Spanish and Latin American Studies
Twentieth-Century German Literature and Society

D. Lang: Advanced Language Studies

School of Philosophical & Anthropological Studies

Graduate Diploma: Philosophy
 Philosophy and Social Anthropology
 Social Anthropology
 Social Anthropology and Amerindian Studies

M.Litt.: Philosophy
 Philosophy and Social Anthropology
 Social Anthropology
 Social Anthropology and Amerindian Studies

M.Phil.: Philosophy
 Philosophy and Social Anthropology
 Social Anthropology
 Social Anthropology and Amerindian Studies

School of Physics & Astronomy

Graduate Diploma: Optoelectronic and Laser Devices (alternate years with Heriot-Watt)

M.Sc.: Optoelectronic and Laser Devices (alternate years with Heriot-Watt)

School of Social Sciences

Graduate Diploma: *Defence Studies
 Economics
 Health Care Management
 *International Security Studies
 Management, Economics & International Relations
 Management, Economics & Philosophy

M.Litt.: *Defence Studies
 Economics
 Health Care Management
 *International Security Studies
 Management, Economics & International Relations
 Management, Economics & Philosophy

M.Phil.: Economics (Scottish Doctoral Programme)
 Health Care Management
 International Security Studies
 Management, Economics and International Relations
 Management, Economics & Philosophy

* This is a part-time distance-learning course. For full details, please contact the Department of International Relations

Full details of the module components of these courses are available in the University's Course Catalogues.

