

Section 16E

Nottingham Trent University

Quality Handbook

Part E: Regulations

**Section 16E: Professional
Doctorate Degrees**

Section 16E

Contents

Preface	3
1. Scope of the regulations	3
2. Changes to the regulations.....	3
3. Consultation	3
4. Students with disabilities.....	3
Awards and titles	4
5. Awards	4
6. Entitlement to an interim award.....	4
7. Course titles	4
Registration matters	4
8. Registration periods	4
9. Extensions to the registration period	5
10. Suspension of studies	5
11. Withdrawal.....	5
Submission of assessment for phase one	5
12. Course assessment plan.....	5
13. Late submission	6
14. Progression to phase two	6
Progression boards	7
15. Purpose and powers	7
16. Attendance.....	7
17. Schedule of meetings	7
18. Confidentiality	7
19. Decision making	8
Phase one results	8
20. Minimum pass	8
21. Compensation.....	8
22. Assessment failure	8

Section 16E

23.	Maximum assessment attempts	8
24.	Referral	8
25.	Termination of studies at phase one	8
	Examiners for phase two	9
26.	Examining teams	9
27.	Chair	10
28.	Internal examiners	10
29.	External examiners	10
	Determining awards	11
30.	Examination arrangements.....	11
31.	Alternative forms of examination	12
32.	Conduct of the oral examination	12
33.	Outcomes	13
34.	Re-examination	14

Section 16E

Preface

1. Scope of the regulations

- 1.1 These regulations apply to all students registered on the University's Professional Doctorate courses with effect from the 2018/19 academic year.
- 1.2 These regulations apply to all Professional Doctorates unless University Research Committee (URC) has approved alternative arrangements.

2. Changes to the regulations

- 2.1 The University reserves the right to modify from time to time its regulations for the admission and progression of students and for the conferment of awards.
- 2.2 The regulations will be reviewed and updated periodically in line with developments in University policy and practice. There may be differences in regulations as they apply to different cohorts of students registered for the same award. Every effort will be made to inform students about proposed changes and, if educationally appropriate, introduce such changes for all cohorts of students.

3. Consultation

- 3.1 While the University reserves the right to modify its assessment regulations at any time, particular thought will be given to the timescale for entering changes and the effect on current cohorts of students. Changes would not normally be introduced for implementation in the current year of study, but would take effect in the following academic year.
- 3.2 Changes to the regulations should be made after appropriate consultation. At university level, proposed changes will be discussed with staff who will be given the opportunity to comment on such changes. Students will also have an opportunity to comment. Proposed changes may be modified in the light of feedback.
- 3.3 The above processes apply to all research awards.

4. Students with disabilities

- 4.1 Reasonable adjustments to assessment arrangements will be made to ensure that students with disabilities are not substantially disadvantaged. The Doctoral School will ensure that students are made aware of the procedures for requesting adjustments, will consider such requests and will agree arrangements, referring to Student Support Services and the Academic Office for guidance as necessary.
- 4.2 Any agreed adjustments will be notified to the course and oral examination teams.

Section 16E

Awards and titles

5. Awards

- 5.1 Normally, Professional Doctorate courses incorporate the awards set out below and the specific outcomes for each will be set out in the course documentation. Each has a credit definition as follows.
- Postgraduate Certificate (PGCert): successful completion of the equivalent of 60 credits at level 7;
 - MPhil or MProf: successful completion of the equivalent of 360 credits at level 7;
 - Professional Doctorate degree: successful completion of the equivalent of 540 credits, at least 360 of which are at level 8.

6. Entitlement to an interim award

- 6.1 Students proceeding to a Professional Doctorate degree will not be awarded the interim award of MPhil, MProf or PGCert. A student will normally be entitled to receive one award as a result of a continuous period of registration. Entitlement to an interim award is subject to assessment and oral examination.

7. Course titles

- 7.1 The course specification will contain the course title(s) that will have been approved according to the criteria set out in the Quality Handbook.

Registration matters

8. Registration periods

- 8.1 A student on a Professional Doctorate must enrol as a student of the University, and continue to re-enrol on an annual basis until conferment of the award has taken place.
- 8.2 For the purposes of calculating maximum and minimum periods of registration, students' registration is deemed to run from the date on which they commence their studies.
- 8.3 The minimum and maximum periods of registration are as follows:

		Minimum Length	Maximum Length
Professional Doctorate	Part-time	48 months	96 months

- 8.4 Maximum registration periods include any writing up period.

Section 16E

- 8.5 The University does not stipulate normal periods of registration for its Professional Doctorate courses within the minimum and maximum. A student who has made unusually rapid progress with the course may apply to the progression board for permission, exceptionally, to submit a thesis in advance of the minimum period of registration set out above.
- 8.6 Students who started a course with an approved minimum period of registration of less than 48 months could be permitted to submit a thesis within that period of registration.

9. Extensions to the registration period

- 9.1 A progression board may, because of circumstances beyond a student's control, exceptionally extend a student's period of registration beyond the permitted maximum, normally for not more than one year.
- 9.2 Appropriate evidence is required to support requests for extension.

10. Suspension of studies

- 10.1 Where the student is prevented, by ill-health or other cause (such as accidents, death or serious ill-health of a close relative, maternity, problems beyond the control of the student), from making progress on the course, the registration may be suspended by the progression board for a period of not less than a month and not more than a year at a time. Appropriate evidence is required to support all requests for suspension. Retrospective suspension of registration will not normally be granted for more than three months.
- 10.2 The total number of suspensions a student is permitted should total no more than one third of the maximum registration period. Students who are suspending studies for maternity or paternity leave are exempt from this regulation.
- 10.3 When returning from a period of suspension of studies, a student is required to meet with the supervisory team to agree targets and to establish whether previously achieved project approval remains valid.

11. Withdrawal

- 11.1 Where a student has discontinued the course, the withdrawal of registration must be notified to the progression board.

Submission of assessment for phase one

12. Course assessment plan

- 12.1 A student must submit work for summative assessment in the required form(s) by a specified time, and by the means designated for submitting work.

Section 16E

13. Late submission

- 13.1 Assessments submitted after the specified deadline and without a 'time extension' will be awarded a fail grade.
- 13.2 A student with a substantiated exceptional circumstance may apply for a 'time extension' to submit work after the official deadline.
- 13.3 An exceptional circumstance is an event outside the control of the student, such as illness, accident, loss and bereavement, unavoidable absence, procedural irregularities, personal crisis, crime, victimisation, or similar trauma. Problems arising from circumstances recognised as being within the student's reasonable control (for example, being on holiday, IT difficulties, routine balancing of work, University and personal activities e.g. "running out of time" or pressure of work) are not classed as an exceptional circumstance.
- 13.4 A student who wishes to apply for a "time extension" to submit work after the official deadline should submit their request on the relevant form not less than 5 days prior to the original submission date. Supporting evidence should be attached to the form. The review and approval of the form will be the responsibility of the course leader.
- 13.5 In the event that a request for a time extension is not approved by the course leader, the student will have the right to refer this for reconsideration to a nominated senior academic staff member with experience of research degrees.
- 13.6 A time extension for the submission of the final thesis documents that is within the maximum permitted registration period for the student should be made on an informal basis to the course team, and does not require the submission of the form.
- 13.7 Time extensions are only authorised in exceptional cases of short term difficulty. The "time extension" will normally be for a maximum of 2 months.
- 13.8 No more than 2 time extensions are permitted for each submission. This does not apply to a request for a time extension for the final thesis document that is within the maximum permitted registration period.
- 13.9 Where a student is authorised to submit work after the 'official deadline', they will not be penalised provided the work was submitted within the authorised 'time extension deadline'.
- 13.10 A student must have no more than two 'time extensions' for a document submission. Following the second 'time extension' the student will either need to submit the work for assessment or suspend their studies.

14. Progression to phase two

- 14.1 A student will not be permitted to progress to phase two of the course until all summative assessments at phase one have been passed.

Section 16E

Progression boards

15. Purpose and powers

- 15.1 A Professional Doctorate course must have a progression board. It will:
- make decisions on the progress of students at both phases of the course;
 - ensure there are consistent and fair arrangements for assessment;
 - take decisions about the conferment of interim awards;
 - consider any case of student performance that is giving cause for concern.
- 15.2 The Board will be appointed in accordance with the regulations contained in Quality Handbook (QH) Section 15.
- 15.3 The Board or an approved sub-group (e.g. interim board) will determine progression from phase one to phase two.

16. Attendance

- 16.1 The course leader and academic staff who teach on/supervise the course should be present at the Board unless prior arrangements have been made with the Chair. External examiners must be invited to at least one progression board in each academic session.

17. Schedule of meetings

- 17.1 All phase one assessment results (including referral results) will be considered and agreed by a board.
- 17.2 The outcomes of student monitoring at phase two will be considered by a board.
- 17.3 At least one board should be held annually. Other board meetings may be held during the course as appropriate to its structure. A board is required if there are reasons to consider the termination of a student's studies on the course.

Guidance note 17.3

Where interim awards are retrospectively awarded due to a student's inability to complete the Professional Doctorate degree, the recommendations should be made at the main board. If the recommendation for an interim award cannot wait until the main board, it is sufficient for the Chair of the board to approve a recommendation with the agreement in writing of the external examiner.

18. Confidentiality

- 18.1 It is the duty of board members to uphold the confidentiality of all of its meetings.
- 18.2 Students must not be present at board meetings.

Section 16E

19. Decision making

19.1 All phase one assessment grades remain provisional until confirmed by a board.

Phase one results

20. Minimum pass

20.1 Phase one coursework is assessed on a pass/fail basis.

20.2 The minimum pass grade for a module is a pass.

21. Compensation

21.1 Compensation of marginal fail grades is not permissible on Professional Doctorate courses.

22. Assessment failure

22.1 A student who has not achieved the minimum assessment pass grade has failed the module.

22.2 Normally a student shall have a right following initial failure of a module to be reassessed on one further occasion to achieve a pass.

23. Maximum assessment attempts

23.1 The maximum permitted number of attempts normally allowed for a student to pass an assessment will be two – first attempt and referral. A progression board has the discretion to authorise a third attempt.

23.2 A third attempt may only be authorised for one assessment.

23.3 A student may not demand reassessment in an assessment that is no longer offered in the course. A progression board may, at its discretion, make special arrangements where it is not practicable for students to be reassessed by the same methods as at the first attempt.

24. Referral

24.1 For reassessment a student will either undertake a referral or an alternative assessment as determined by the progression board.

25. Termination of studies at phase one

25.1 A board is authorised to terminate a student's studies for the following reasons:

- a. the student has exhausted the total number of attempts;

Section 16E

- b. major academic irregularities;
- c. major research irregularities;
- d. the student has an overall poor record of performance, attendance, participation or commitment on the course and the board judges that there are no grounds to permit the undertaking of further remedial or retake assessments.

Guidance note 25.1

The Course Leader should formally counsel a student who has failed a majority of modules at interim assessment points or where progress is giving cause for concern.

Examiners for phase two

26. Examining teams

- 26.1 A student is examined by at least two and not more than three examiners, of whom at least one will be an external examiner and one an internal examiner.
- 26.2 The examining team must have knowledge and understanding of UK sector agreed reference points for the maintenance of academic standards and the assurance and enhancement of student learning opportunities, e.g. the QAA Framework for Higher Education Qualifications in England, Wales and Northern Ireland (FHEQ).
- 26.3 The examining team as a whole should have substantial experience of successful supervision and examination of research degree students. Normally, the examining team as a whole should have completed a minimum of three examinations in the UK. If an examiner has no previous experience of examination in the UK, they should join an experienced team. If the external examiner is inexperienced, the expectation is that they would be supported by an experienced internal examiner and Independent Chair. If an inexperienced internal examiner is appointed, the expectation is that the external examiner would be experienced and the examining team would be supported by an experienced Independent Chair.
- 26.4 The Lead Supervisor submits proposals for the student's examiners to the course committee between three and six months prior to the expected date of submission of the thesis.
- 26.5 Upon approval of the examining team, the Independent Chair makes sure that the examiners are fully briefed about the regulations under which the candidate is being examined and the assessment process as a whole.
- 26.6 The student's examination may not take place until the arrangements have been approved and a casual worker contract has been issued to the external examiner by Corporate Human Resources.
- 26.7 Where the student is a permanent member of University staff (or collaborative partner), a second external examiner is appointed in place of the internal

Section 16E

examiner. A student who is on a fixed short-term employment contract (for instance, a research assistant) is exempt from the requirements of this regulation.

27. Chair

- 27.1 The oral examination is chaired by an independent, senior, experienced academic of the University.
- 27.2 The chair is appointed at the same time as the rest of the examination team.
- 27.3 The role of the chair is to ensure that the examination is conducted with due regard to fair play and in compliance with these regulations.
- 27.4 The chair acts as source of experience and guidance to the examiners about the conduct of the examination and ensures that reports are completed and, where appropriate, feedback is provided to the student.
- 27.5 The chair also monitors the completion of reports relating to minor or major revisions and will liaise with the external(s) about the action to be taken in response to any resubmission required of the student.

28. Internal examiners

- 28.1 Internal examiners have experience in the general area of the student's work and have substantial experience of successful supervision and examination of research degree students. If the internal examiner has no substantial experience, the expectation is that they would be supported by an experienced external examiner and Independent Chair. An internal examiner will be:
 - a. a member of staff of the University who is not a member of the student's supervisory team; or
 - b. a member of staff of the student's collaborating establishment who is not a member of the student's supervisory team.
- 28.2 The following restrictions on appointment apply.
 - a. A student currently enrolled on a research degree at the University cannot act as an examiner.

29. External examiners

- 29.1 The course committee is guided by the following criteria when considering external examiner nominations.
 - a. External examiners should have experience in the specialist area of the student's phase two assessment and demonstrate a consistent and extensive record of relevant publication.
 - b. External examiners should have substantial experience of successful supervision and examination of research degree students. If the external examiner has no substantial experience, the expectation is that they would be supported by an experienced internal examiner and Independent Chair.

Section 16E

- c. An external examiner must be fluent in English, and where appointed to examine a thesis written in languages other than English, must also be fluent in the relevant language(s).

29.2 The following restrictions on appointments apply.

- a. An external examiner must be independent both of the University and of the Collaborating Establishment, must not have acted previously as the student's supervisor or adviser, and must have no other conflict of interest involving the research student.
- b. A member of the Board of Governors or a committee of the University (or one of its collaborative partners) cannot be appointed as an external examiner. Additionally, a current employee of the University or one of its collaborative partners cannot be appointed as an external examiner.
- c. An external examiner should not be either a supervisor of another student or an external examiner on a taught course in the same University School.
- d. A former NTU student or member of staff cannot be appointed as an external examiner unless a minimum of five years has elapsed.
- e. No external examiner may be appointed if by doing so a reciprocal arrangement for external examining would arise involving cognate programmes of study at another institution.
- f. No external examiner may be appointed who has been in a formal collaboration, or who has authored a research paper, with a member of the supervision team within the three years prior to the examination.
- g. The same external examiner should not be approved so frequently that his/her familiarity might prejudice objective judgement.
- h. The external examiner must not be the same examiner appointed to phase one of the course.

29.3 The appropriate College will be responsible for determining and paying the fees and expenses of the external examiner(s). The responsible College will be that which employs or has most recently employed the student's Lead Supervisor.

Determining awards

30. Examination arrangements

30.1 The examination for phase two of the Professional Doctorate will have two stages:

- a. preliminary assessment of the submitted assessment; and
- b. its defence by oral or approved alternative examination.

30.2 Copies of the phase one assessment will be sent to the examiners for reference purposes only. Examiners should not re-assess phase one assessment(s).

Section 16E

- 30.3 Each examiner must read and examine the phase two assessment and submit an independent preliminary report or marking sheet on it at least one week before any oral or alternative form of examination is held.
- 30.4 In completing the preliminary report, each examiner should consider whether the assessment provisionally satisfies the requirements of the Professional Doctorate degree, and where possible make an appropriate provisional recommendation subject to the outcome of the oral examination.
- 30.5 Preliminary report forms must be completed independently and without formal or informal consultation between examiners.
- 30.6 An examiner, having received the assessment and wishing to contact another examiner, the student or any member of supervisory team, should do so only through the Doctoral School Office.
- 30.7 An examiner may contact another examiner, the student or member of the supervisory team for the purpose of making practical arrangements about the oral examination.
- 30.8 It is considered good practice that the examiners have a private meeting before the oral examination to discuss the merits of the candidate's output and to plan the conduct of the oral examination, including the questions they each wish to ask the candidate.

31. Alternative forms of examination

- 31.1 Where the student would be under serious disadvantage if required to undergo an oral examination for reasons of sickness or disability, an alternative form of examination may be approved by URDC. Such approval must not be given because the student's knowledge of the language in which the assessment is presented is inadequate.

32. Conduct of the oral examination

- 32.1 The oral examination will normally be held in the UK. Exceptionally, the oral examination may be held via video conference.
- 32.2 An oral examination for students studying at a collaborative partner may be held by video conference. In special cases, the course committee may give approval for the examination to take place overseas.
- 32.3 Recording of the oral examination is not permitted.
- 32.4 The student will take no part in the arrangement of the oral examination.
- 32.5 Where the University Research Degrees Committee (URDC) is made aware of a failure to comply with all the procedures of the examination process, it may declare the examination null and void and appoint new examiners.

Section 16E

33. Outcomes

33.1 Following the completion of the examination the examiners may recommend that:

- a. the candidate is awarded the degree;
- b. the candidate is awarded the degree subject to minor amendments being made to the assessment to the satisfaction of the examiners (maximum 6 months to complete the amendments);
- c. the candidate is awarded the degree subject to substantive amendments being made to the assessment to the satisfaction of the examiners (maximum 12 months to complete the amendments);
- d. the candidate is permitted to re-submit for the degree and be re-examined, with or without an oral examination (maximum 24 months to re-submit the amended thesis);
- e. the candidate is not awarded the degree and is not permitted to be re-examined, in which case the candidate may be awarded the appropriate interim award.

33.2 Examiners may indicate informally their recommendation on the result of the examination to the candidate but they should make it clear that the decision rests with the URDC, acting on the advice of the progression board, and under powers delegated by Academic Board, to which all decisions are reported.

33.3 Candidates should be allowed one further opportunity to satisfy the assessment criteria.

33.4 Recommendation (e) should only be made in exceptional circumstances.

33.5 Should the extent of the candidate's failure to achieve the learning outcomes be such that the candidate would be unable to satisfy the learning outcomes with a submission for re-examination within one calendar year, recommendation (d) can be considered with a recommendation for an exceptional extension of the period for submission for re-examination.

33.6 Following the oral examination, the examiners should, where they agree, submit a joint report and recommendation relating to the award of the degree.

33.7 The preliminary reports and joint recommendation of the examiners should together provide sufficiently detailed comments on the scope and quality of the work to enable the progression board to satisfy itself that the recommendation is correct.

33.8 Where the examiners do not agree, separate reports and recommendations should be submitted.

33.9 The progression board should consider the reports and recommendation(s) of the examiners in respect of the candidate and make a recommendation to the URDC. The power to confer the degree rests with the Academic Board of the University but is delegated to the URDC.

33.10 Where the examiners' recommendations are not unanimous, URDC may:

Section 16E

- a. accept a majority recommendation (if the majority recommendation includes at least one external examiner);
 - b. accept the recommendation of the external examiner; or
 - c. require the appointment of an additional external examiner.
- 33.11 Where an additional external examiner is appointed, they should prepare an independent preliminary report on the basis of the thesis and, if considered necessary, may conduct a further oral examination.
- 33.12 The additional external examiner should not be informed of the individual recommendations of the other examiners.
- 33.13 On receipt of the report from the additional external examiner, the URDC should complete the examination.
- 33.14 A further examination in addition to the oral examination may be requested by the original examiners. In such cases, the approval of the Chair of the URDC should be sought.
- 33.15 Where such an examination is arranged following an oral examination, it should be held within two calendar months of the oral examination unless the URDC permits otherwise. Any such examination will be deemed to be part of the candidate's first examination.
- 33.16 Where the URDC decides that the degree be not awarded and that no re-examination be permitted, the examiners should prepare an agreed statement of the deficiencies of the thesis and the reason for their recommendation, which will be forwarded to the candidate.
- 33.17 The Professional Doctorate may be awarded posthumously on the basis of a thesis completed by a candidate which is ready for submission for examination. In such cases the URDC will seek evidence that the candidate would have been likely to be successful had the oral examination taken place.

34. Re-examination

- 34.1 One re-examination may be permitted by the URDC, subject to the following requirements.
- a. A candidate who fails to satisfy the examiners at the first examination, may, on the recommendation of the examiners and with the approval of the progression board, be permitted to revise the assessment and be re-examined.
 - b. The examiners provide the candidate, through the progression board, with written guidance on the deficiencies of the first submission.
 - c. The candidate must submit for re-examination within the **maximum period of 24 months** from the date of the latest part of the first examination.
- 34.2 The URDC may require that an additional external examiner be appointed for the re-examination.
- 34.3 There are four forms of re-examination.

Section 16E

- a. Where the candidate's performance in the first oral examination was satisfactory but the thesis was unsatisfactory and the examiners on re-examination certify that the thesis as revised is satisfactory, the progression board may exempt the candidate from further examination.
 - b. Where the candidate's performance in the first oral examination was unsatisfactory and the thesis was also unsatisfactory, re-examination should include a re-examination of the thesis and an oral examination.
 - c. Where on the first examination the candidate's thesis was satisfactory but the performance in the oral examination was not satisfactory the candidate should be re-examined by oral examination, without being requested to revise and re-submit the thesis.
 - d. Where on the first examination the thesis was satisfactory but the candidate's performance in relation to the other requirements for the award of the degree was not satisfactory, the examiners may propose instead a different form of re-examination to test the candidate's abilities. Such examination may take place only with the approval of the progression board.
- 34.4 In the case of a re-examination, each examiner should read and examine the assessment and submit an independent preliminary report on it before any oral or alternative form of examination is held.
- 34.5 In completing the preliminary report, each examiner should consider whether the assessment provisionally satisfies the requirements of the degree and where possible make an appropriate provisional recommendation subject to the outcome of any oral examination.
- 34.6 The conduct of the oral re-examination will be the same as for the original examination, unless agreed otherwise.
- 34.7 Following the re-examination of the assessment, or following an oral or other examination, the examiners should, where they agree, submit a joint report and recommendation relating to the award of the Professional Doctorate degree.
- 34.8 The preliminary reports and joint recommendation of the examiners should together provide sufficiently detailed comments on the scope and quality of the work to enable the progression board to satisfy itself that the recommendation is justified.
- 34.9 Where the examiners do not agree, separate reports and recommendations should be submitted.
- 34.10 Following the completion of the re-examination the examiners may recommend that:
- a. the candidate is awarded the degree;
 - b. the candidate is awarded the degree subject to minor amendments being made to the thesis (maximum 6 months to complete the amendments); or
 - c. the candidate is not awarded the degree and is not permitted to be re-examined, in which case the candidate may be awarded the appropriate interim award.

Section 16E

- 34.11 Where the agreed recommendation of the examiners follows decision b above, they must together complete the Form of Guidance which will be transmitted to the candidate and the supervisory team
- 34.12 Where the examiners are satisfied that the candidate has in general reached the standard required for the degree, but consider that the candidate's assessment requires some minor amendments and corrections, they should require the submission of a revised assessment, and recommend that the degree be awarded subject to the candidate amending the assessment to the satisfaction of the internal and/or the external examiner(s), they should indicate to the candidate in writing what amendments and corrections are required.
- 34.13 Where the examiners' recommendations are not unanimous the URDC may, after advice from the progression board:
- accept a majority recommendation (provided that the majority recommendation includes at least one external examiner);
 - accept the recommendation of the external examiner; or
 - require the appointment of an additional external examiner.
- 34.14 Where an additional external examiner is appointed, he/she should prepare an independent preliminary report on the basis of the assessment and, if considered necessary, may conduct a further oral examination. That external examiner should not be informed of the individual recommendations of the other examiners. On receipt of the report from the additional examiner, the URDC will complete the examination.
- 34.15 A further examination in addition to the oral examination may be requested by the examiners. In such cases, the approval of the Academic Board should be sought without delay. Where such an examination is arranged following an oral examination, it should normally be held within two calendar months of the oral examination unless the Academic Board permits otherwise.
- 34.16 Where the Academic Board decides that the Professional Doctorate is not awarded, the examiners should prepare an agreed statement of the deficiencies of the assessment and the reason for their recommendation, which is forwarded to the candidate.

Section 16E

Policy owner
CADQ

Change history			
<i>Version:</i>	<i>Approval date:</i>	<i>Implementation date:</i>	<i>Nature of significant revisions:</i>
Sept 2016	13.07.16 (URDC)	01.10.16	Amendments on the requirements for examining teams Articulated clearly the approval for requests for late submission of assessment in Phase 1
Sept 2017	12.07.17 (URDC)	01.10.17	Clarification on the time extension for submission of assessment in Phase 1 Clarification on the deadline for submitting proposals for the viva examining team
Sept 2018	12.09.18	01.10.18	Clarification on the timeline for the resubmission of thesis after the viva exam.

Equality Impact Assessment		
<i>Version:</i>	<i>EIA date:</i>	<i>Completed by:</i>
January 2015	08.12.14	CADQ