

Academic Regulations for Research Programmes 2016/17

Preface

The *Academic Regulations* for Research Programmes should be read in conjunction with the Code of Practice for the Conduct of Postgraduate Research Degree Programmes, which sets out the expectations and procedures in relation to the admission, training, supervision, support and progress of candidates.

The application of the *Academic Regulations* for Research Programmes is underpinned by University policies and procedures, to which reference is made at appropriate points within the *Regulations*.

The University's Postgraduate Research website <http://pg.salford.ac.uk/> provides access to the University's comprehensive range of support services and development opportunities as well as guidance and forms to support the Postgraduate Research journey.

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1 Application of the *Regulations*

- 1.1 The Academic *Regulations* for Research Programmes, referred to here as the *Regulations*, shall apply in their entirety to all research programmes of the University of Salford, irrespective of the site of delivery.
- 1.2 The *Regulations* in force at the time of a candidate's annual registration shall be those for that academic year, unless specified otherwise within the *Regulations*. When a candidate registers part-way through an academic year, the candidate shall sign up for the *Regulations* for that academic year which will remain in force throughout the candidate's year of study. When a candidate resumes study after an interruption, the candidate shall sign up for the *Regulations* in force at the time of resumption.
- 1.3 The University reserves the right to make changes to the *Regulations* where they will assist in the proper delivery of education. Changes to the *Regulations* may only be approved through processes approved by Senate and will normally come into effect at the beginning of the next academic year. The University will only introduce changes during the academic year when it reasonably considers these to be in the best interests of candidates or where this is required by law.
- 1.4 Senate may approve Emergency *Regulations* if the University, because of exceptional circumstances beyond its reasonable control, is unable to apply the *Regulations* as approved for an academic year. The Emergency *Regulations* shall set out modifications to the approved *Regulations* which shall apply to candidates and for the duration as determined by the Vice Chancellor.
- 1.5 The implementation of Emergency *Regulations* shall not constitute a failure to correctly apply the relevant approved *Regulations* and shall therefore not of itself provide valid grounds for an academic appeal against a decision of the Postgraduate Research Awards Board.

2 Research Awards of the University of Salford

2.1 Research Awards of the University shall be approved by Senate and may only be awarded to candidates who have followed and successfully completed a research programme of the University of Salford.

2.2 The Research Awards of the University and their level within the Frameworks for Higher Education Qualifications (FHEQ) of UK Degree-Awarding Bodies are set out below:

Doctoral (level 8)	Doctor of Philosophy (PhD) Engineering Doctorate (EngD) Doctor of Musical Arts (DMA)
Doctoral Level including accredited Taught/Modular/Practise element: Professional Doctorates (level 8)	Professional Doctorate (DProf) Doctor of the Built Environment (DBEnv) Doctor of Real Estate (DRealEst) Doctor of Construction Management (DConsMgt)
Master's Level (level 7)	Master of Philosophy (MPhil) Master of Research (MRes) Master of Science (by research)(MSc) Master of Laws (LLM)
Higher Doctorates	Doctor of Letters (DLitt)* Doctor of Science (DSc) *
Honorary Doctorate	Determined by Honorary Degrees Committee

* see separate requirements that relate to Higher Doctorate awards

2.3 The University determines the methods by which a candidate may proceed to a Research Award. Those methods are set out for each Research Award in [Table A](#).

3 Admission

- 3.1 An applicant for admission as a candidate for a Research Award shall, in the first instance, submit an application on the prescribed form to the relevant School in which the applicant wishes to study. The applicant shall give particulars of their educational career and qualifications as well as evidence of their ability to undertake the proposed programme of further study.
- 3.2 All applicants to whom an offer may be made shall be interviewed by at least one member of the prospective supervisory team or other appropriate person(s).
- 3.3 A decision to admit will be made by the School in liaison with the University's Central Admissions team. For international applicants subject to immigration control, it may not be possible to issue a Confirmation of Acceptance for Studies (CAS) or other information required for a visa even if an offer of a place is made.
- 3.4 The School may admit an applicant as a candidate for a Research Award as set out in [Table B](#), if it is satisfied that the applicant is able by reason of their ability and training, to undertake the proposed programme of further study and research by means of academic qualification and outcome of interview. The Associate Dean Research must be satisfied of the applicant's general suitability to undertake the course of further study and research, and the supervisor's ability to direct the work of the candidate.
- 3.5 The School may admit an applicant as a part-time candidate provided that it is satisfied that the candidate is able to devote time to their programme of further study and research. It is not possible for international candidates who are studying in the UK on a Tier 4 student visa to study part-time and they must therefore be registered on a full-time degree.
- 3.6 For a doctoral level award the candidate must have:
- i) a Bachelor's degree with an Honours classification of Upper Second or First or;
 - ii) a Postgraduate Diploma or Master's degree or;
 - iii) an academic or professional qualification incorporating study at least comparable to 120 credits at level 7 of the Frameworks for Higher Education Qualifications (FHEQ) or;
 - iv) an equivalent level of attainment to (i) above through a combination of certified or experiential learning.
- 3.7 For a Master's level award the candidate must have:
- i) a Bachelor's degree with an Honours classification of Upper Second or First or;
 - ii) an academic or professional qualification incorporating study at least comparable to 120 credits at level 6 of the Frameworks for Higher Education Qualifications (FHEQ), with a level of achievement equivalent to a good Honours degree Lower Second or above or;
 - iii) a Graduate Diploma or Graduate Certificate with a level of achievement equivalent to a good Honours degree Lower Second or above or;
 - iv) an equivalent level of attainment to (i) above through a combination of certified or experiential learning.
- 3.8 All applicants must demonstrate sufficient competency in English language to be able to study successfully for the proposed award as outlined in the *Admissions Policy*.

4 Category of Candidates

- 4.1 The Categories of Candidature for each Research Award are listed within [Table B](#).
- 4.2 Candidates may study off-campus with facilities provided through an approved agreement with another institution as defined in the *Collaborative Provision Policy and Procedures* for split site and candidates without residence.

5 Supervision

- 5.1 The School Research and Enterprise Committee is responsible for making arrangements for the provision of adequate supervision, guidance and training and, with the support of the relevant Dean of School, equipment and facilities for each candidate admitted to study in the School.
- 5.2 At the time of admission, the School shall appoint an appropriately qualified member of the staff of the University as a Primary Supervisor for the candidate, who will be responsible for supervising, monitoring and reporting the student's progression and be able to provide continuous supervision for the duration of the candidature.
- 5.3 At the time of admission, except in the case of the Professional Doctorate when the Co-Supervisor shall be appointed at the time of transfer to the research component, the School shall appoint a Co-Supervisor for the candidate who shall be a member of the staff of the University. The School shall seek to appoint a Co-Supervisor who will be able to assist the Primary Supervisor and provide continuous input into the supervision of the candidate for the duration of the candidature.
- 5.4 The proposed Primary Supervisor and Co-Supervisor must declare any potential conflict of interest to the School Associate Dean of Research or Dean of School.
- 5.5 At the time of admission, the School shall appoint a Personal Tutor who shall be a member of academic staff who will provide pastoral guidance to the candidate and who shall not also act as Primary Supervisor or Co-Supervisor or Internal Adviser to the candidate.
- 5.6 Primary Supervisors are appointed for academic staff candidates. Co-Supervisors and Personal Tutors are not appointed for academic staff candidates.
- 5.7 The School may also supplement a candidate's supervision by the appointment of an Adviser; a subject specialist external to the School who can provide academic and/or professional guidance on certain aspects of a candidate's field of study.
- 5.8 A candidate studying split site in collaboration with an approved partner shall always have an Adviser appointed. A candidate permitted to undertake part of their programme of study away from the University may also have an Adviser appointed.
- 5.9 The School Research and Enterprise Committee is responsible for monitoring, especially in the event of staffing changes potentially impacting on supervision, the provision of adequate supervision, guidance and training and, with the support of the relevant Dean of School, equipment and facilities for each candidate to study in the School.

6 Duration

- 6.1 The programme of study and research shall extend over a continuous period unless the Academic Dean (Research) recommends an interruption for a specified interval to the School Research and Enterprise Committee. See [Student Interruptions and Withdrawals Policy](#).
- 6.2 The minimum and, where applicable, maximum duration of the period of study is as set out for each Research Award in [Table B](#).
- 6.3 The School Research and Enterprise Committee can exceptionally recommend a reduced candidature to the Postgraduate Research Awards Board. Submission of the thesis would be at the end of year two or equivalent year for part-time candidates, foregoing the Interim Assessment.
- 6.4 A split site candidate should normally spend the equivalent of at least one third of the minimum duration of this period of study in the University which covers the three assessment points (Interim Assessment, Internal Evaluation and Viva). Any reductions to the minimum study duration should be supported by the candidate's Supervisor and approved by the School Research and Enterprise Committee.

7 Registration

- 7.1 A candidate shall register on or near the date of commencement of his/her period of study and shall re-register annually, if appropriate, thereafter until his/her period of study is completed.
- 7.2 A candidate who fails to register at the appointed time shall have his/her candidature withdrawn unless an interruption of study has been agreed by the University in which case the student's registration is suspended for the duration of the interruption.

8 Transfer of Candidature to another Research Award

- 8.1 A PhD candidate may be transferred to an alternative award ([Table A](#)) subject to the recommendation of the School Research and Enterprise Committee and approval of the Postgraduate Research Awards Board. Where such a transfer is required or permitted, the candidature for the PhD shall be deemed to have been terminated but the period of study for the PhD may be recognised as a period of study for the alternative research award.
- 8.2 A candidate maybe transferred to a Doctoral level award, subject to the recommendation of the School Research and Enterprise Committee and the approval of the Postgraduate Research Awards Board prior to the presentation of the thesis. Where such a transfer is permitted the candidature for the previous Award shall be deemed to have been terminated.
- 8.3 There are visa implications for international candidates studying in the UK on a Tier 4 visa who transfer from a higher Doctoral level award to lower Master's level award. Candidates must consult with their supervisory team to discuss the implications of the transfer on their visa.

9 Progression of Candidature

- (a) The School Research and Enterprise Committee shall monitor the progress of candidates. The University, through the Postgraduate Research Awards Board shall review and ratify decisions on progression and award.
- (b) The University is required to notify the Home Office of those students in a receipt of a Tier 4 visa who withdraw from their programme of study or complete their studies earlier than expected.

9.1 Learning Agreement

The Learning Agreement should be completed within the first 3 months of candidature by the Supervisors and candidate and reviewed at each progression point and following any change to the supervisory team or research focus.

9.2 Supervision Records

A minimum of 12 documented student-supervisor meetings are required per academic year of study for full-time candidates and 5 per year for part-time candidates. For students working away from campus, such documented meetings can be held via telephone or video conferencing facilities.

9.3 The Annual Progress Report

- (a) An Annual Progress Report shall follow a model recommended by the University (Code of Practice for the Conduct of Postgraduate Research Degree Programmes) and is completed by the Primary Supervisor prior to re-registration, or to the completion phase.
- (b) The Annual Progress Report shall inform the School Research and Enterprise Committee of the candidate's progress but where completed prior to the completion phase, the Annual Progress Report should comment upon matters relating to submission.

9.4 The Annual Self-Evaluation Report

- (a) An Annual Self-Evaluation Report shall follow a model recommended by the University's Code of Practice for the Conduct of Postgraduate Research Degree Programmes.
- (b) The Annual Self-Evaluation Report shall be completed by the candidate prior to re-registration, or to the completion phase and shall inform the School Research and Enterprise Committee of the candidate's progress.

9.5 Interim Assessment

- (a) An Interim Assessment of the candidate's progress will take place for Doctoral level Awards ([Table A](#)).
- (b) The Interim Assessment shall take place between months 9-11 of a full-time candidature and months 15-20 of a part-time candidature. For Professional Doctorates candidature the Interim Assessment shall take place between months 27-33. It shall comprise of a panel assessment of the candidate's ability to progress.
- (c) The assessment panel shall compromise two appropriately qualified assessors independent to the supervisory team.

- (d) If the candidate does not reach the required threshold, a repeat Interim Assessment will be held no later than 3 months after the original holding of the Interim Assessment of a full-time candidature, no later than 3 months for Professional Doctorate candidature and no later than 6 months of a part-time candidature.
- (e) Failure to successfully complete the repeat Interim Assessment will result in transfer or withdrawal as approved by the School Research and Enterprise Committee and Postgraduate Research Awards Board.
- (f) A candidate seeking to transfer from a Master of Philosophy (MPhil), Master of Research (MRes), Master of Science (MSc) or Master of Laws (LLM) to a Doctoral Award may also request a Transfer Assessment which shall take the same form and process as an Interim Assessment.
- (g) At the end of the Interim or Transfer Assessment process the panel, within its final report to the School Research and Enterprise Committee and the Postgraduate Research Awards Board, shall recommend:
 - i) continuation of the candidate on the Doctoral level Award;
 - ii) transfer to another Research Award: Where such a transfer is required the candidature for the Doctoral level Award shall be deemed to have been terminated and the period of study for the Doctoral level Award may be recognised as a period of study for the alternative Award;
 - iii) termination of candidature.

9.6 Internal Evaluation

- (a) An Internal Evaluation Assessment of the candidate's progress will take place for Doctoral level Awards ([Table A](#)).
- (b) The Internal Evaluation shall take place between months 21-23 of a full-time candidature, months 35-40 of a part-time candidature and months 50-55 of a Professional Doctorate. It shall comprise the assessment by a panel of the candidate's ability to progress.
- (c) The assessment panel shall comprise two appropriately qualified assessors, independent to the supervisory team, one of whom should not have been part of the transfer assessment or the Interim Assessment Panel.
- (d) If the candidate does not reach the required threshold, a repeat Internal Evaluation will be held by no later than 3 months after the original holding of the Internal Evaluation of a full-time candidature and 6 months of a part-time candidature.
- (e) Failure to successfully complete the repeat Internal Evaluation will result in transfer or withdrawal as approved by the School Research and Enterprise Committee and Postgraduate Research Awards Board.
- (f) At the end of the Internal Evaluation process the panel, within its final report to the School Research and Enterprise Committee and the Postgraduate Research Awards Board, shall recommend:
 - i) progression of the candidate;
 - ii) transfer to another Research Award: Where such a transfer is required the candidature for the Doctoral level Award shall be deemed to have been terminated and the period of study for the Doctoral level Award may be recognised as a period of study for the other Award;
 - iii) termination of candidature.

10 Academic Appeal

10.1 A candidate shall have the right to appeal against the decision of the University, through the Postgraduate Research Awards Board, after initial consideration by the School Research and Enterprise Committee, based upon recommendations made in relation to monitoring of the candidate's progression:

- i) Transfer of Candidature;
- ii) Interim or Transfer Assessment;
- iii) Internal Evaluation;
- iv) Discretionary Additional Formal Evaluation.

Such an appeal should be lodged under the University's [Academic Appeals Procedure](#).

11 Complaints

- 11.1 A candidate shall have the right to submit a complaint about University services, for example supervision, feedback or any other aspect of service. Such a complaint should be lodged under the University's [Student Complaints Procedure](#).

12 Interruptions of Study and Extensions of Study Period

- 12.1 A candidate may apply for an interruption to their programme of study. The period of any approved interruption shall normally be between a minimum of 3 months and 12 months (taken in 3 monthly periods) and exceptionally up to 2 years.
- 12.2 At the time a candidate interrupts study, the candidate's registration on the programme shall change and they may not have the same entitlements as fully registered students.
- 12.3 In exceptional circumstances the School Research and Enterprise Committee may recommend to the Postgraduate Research Awards Board that the candidate should be permitted to present their thesis at a later date. The recommendation will include the final date for submission, after which the submission will not be permitted.
- 12.4 There are visa implications for international candidates studying in the UK on a Tier 4 visa who are granted interruptions of study or an extension of study period. Candidates must consult with their supervisory team and the UKVI team to discuss the implications of an interruption or extension on their visa.

See [Student Interruptions and Withdrawals Policy](#).

13 Academic Misconduct

- 13.1 Any attempt by a student to gain an unfair advantage in assessment leading to a research award shall be deemed academic misconduct.
- 13.2 Cases of suspected academic misconduct in assessment shall be considered in accordance with the [Academic Misconduct Procedure](#). This procedure provides for the most serious cases of academic misconduct to be referred for consideration under either the [Student Disciplinary Procedure](#) or the [Fitness to Practise Procedure](#).
- 13.3 The [Academic Misconduct Procedure](#), the [Student Disciplinary Procedure](#) and the [Fitness to Practise Procedure](#) shall set out the arrangements for investigating alleged academic misconduct and for applying penalties to a candidate's progression where they have been found guilty of academic misconduct.
- 13.4 Normally, any proven case of academic misconduct at Level 8 will result in the expulsion of the student from the University.

14 Full-time Candidates: Extraneous Work

- 14.1 Candidates shall be required to devote the majority of their time to their programme of further study and research.
- 14.2 Exceptionally, candidates may be permitted by the School Research and Enterprise Committee on the recommendation of the Supervisor, to undertake or continue work other than that comprised in their programme of further study and research provided that:
- i) the School Research and Enterprise Committee is satisfied that the work will not interfere with the programme of further study and research; and
 - ii) the amount of time devoted to the work does not exceed the maximum permissible of 20 hours per week during term time as described in the Postgraduate Research Handbook.

15 Study Away From the University

- 15.1 A candidate may be permitted by the School Research and Enterprise Committee to undertake part of his/her programme of further study and research elsewhere than in the University, provided that:
- i) the candidate spends the equivalent of 4 months of study for full-time and 2 months of study for part-time in the University per year except that, at the discretion of the School Research and Enterprise Committee, a candidate who has been awarded the degree of MA or MPhil or MRes or MSc or LLM after following a full-time programme of study undertaken in this University, may be exempted from this requirement; and
 - ii) the institution or place away from the University is considered appropriate by the School Research and Enterprise Committee; *and*
 - iii) the University, through the Supervisor, retains control of the candidate's programme of further study and research; *and*
 - iv) the Supervisor has adequate authority and facilities for visiting the institution or place away from the University as required and for directing the programme being undertaken by the candidate, in order to make possible supervision which is positive and effective.
- 15.2 Where a candidate is permitted to undertake part of his/her programme of further study and research elsewhere than in the University:
- i) the School Research and Enterprise Committee may appoint an Adviser; *and*
 - ii) the Supervisor shall report annually to the School Research and Enterprise Committee on the supervision given to the candidate in the previous year; *and*
 - iii) when the candidate gives notice of his/her intention to present a thesis the Supervisor shall report as to whether the candidate has satisfied the provisions concerning attendance in the University.
- 15.3 The School Research and Enterprise Committee and the Dean of School may in exceptional circumstances, on the recommendation of the Supervisor, permit a candidate to spend the whole of the minimum duration of his/her period of study and research at an institution other than the University, provided that:
- i) the School Research and Enterprise Committee and the Dean of School are satisfied that adequate facilities (including a person suitable for appointment as an Adviser) are available to the candidate at the proposed place of research; *and*
 - ii) the conditions with regard to the appropriateness of the institution, the supervisory arrangements and the adequacy of the authority and facilities extended to the Supervisor to visit the candidate are fulfilled.
- 15.4 For a particular programme of study that is specifically designed for delivery elsewhere than in the University, the School Research and Enterprise Committee permits candidates to spend the whole of the minimum duration of their period of study and research at an institution other than the University provided that the School Research and Enterprise Committee:
- i) is satisfied that adequate facilities (including a person suitable for appointment as an Adviser) are available to the candidate at the proposed place of research; *and*
 - ii) the conditions with regard to the appropriateness of the institution, the supervisory arrangements and the adequacy of the authority and facilities extended to the Supervisor to visit the candidate are fulfilled; *and*

- iii) an Adviser from the institution concerned is appointed, and who shall be responsible to the Supervisor for oversight of the work of the candidate at that institution.
 - iv) the Supervisor shall complete an Annual Progress Report each year to be monitored by the School Research and Enterprise Committee.
- 15.5 For candidates registered on an approved distance learning full-time PhD programme, the University, through the Supervisor, will retain control of the candidate's programme of further study and research.
- 15.6 Candidates for the Award of Engineering Doctorate (EngD) will be required to spend an appropriate period interacting with the company or other sponsoring body associated with the study.

16 Candidates by Submission of Published Works: Doctor of Philosophy (PhD) only

- 16.1 The candidature for the degree of Doctor of Philosophy (PhD) by Published Works follows a successful prima facie assessment. The prima facie assessment is used by the School as an admission criterion which makes a preliminary judgment as to the quality, coherence and timeliness of the publications intended for submission for the award.
- 16.2 An independent panel consisting of the Dean of School or his/her representative, the PGR Co-ordinator/Director and the proposed supervisor shall determine whether there is a prima facie case for proceeding to formal registration of the candidate.
- 16.3 At the time of formal registration the School Research and Enterprise Committee shall make arrangements for the supervision of the candidate in line with other PhD candidates.
- 16.4 The registration of the candidate shall be for a maximum of 1 year.
- 16.5 For such a candidate the provisions of all other relevant regulations applicable to the PhD, including Examination shall apply where appropriate (the published works being treated as a thesis for the purposes of interpreting the *Regulations*).

17 Presentation of Thesis

- 17.1 It is the responsibility of the candidate to give at least 2 months' notice in advance of the intended date of presentation of the thesis. On receipt of the Notice of Presentation of the thesis, the School Research and Enterprise Committee shall request the Supervisor to certify whether the candidate has complied with the conditions stipulated for his/her candidature and that the submission has the Supervisor's approval.
- 17.2 A candidate may present a thesis at any time after the expiry of the minimum duration of their period of study provided that completion and ratification of the award takes place within not more than 1 year (for full-time candidates) or 2 years (for part-time candidates), from the termination date of the specified minimum period.
- 17.3 If the Primary Supervisor decides to withhold approval for the candidate's submission of thesis, the candidate shall have the right of appeal to the Dean of School and the Pro-Vice-Chancellor (Research and Enterprise). A candidate may be permitted to submit a thesis, despite the Supervisor withholding approval, if the School Research and Enterprise Committee approve submission.
- 17.4 Having given proper notice, a candidate shall subsequently present two soft copies of the thesis and one electronic version as a PDF file.
- 17.5 The content of thesis presented shall be in the English language, unless the subject of the thesis is a language other than English and is approved by the Programme Research Awards Board.
- 17.6 Material which has been included in a thesis, portfolio or report submitted in support of a successful application for a degree or qualification of any Higher Education Institution shall not be embodied in the thesis presented for a Research Award, except that such material:
- i) if unpublished, may be reported in sufficient detail to enable the work done during and for the purpose of the programme of further study and research to be fairly evaluated;
 - ii) if published, may be mentioned for purposes of reference in the same way as publications by other workers. In either case the fact of the previous submission of such material shall be made clear at all relevant points in the thesis;
 - iii) may be included in a thesis presented for the award of Doctor of the Built Environment/Real Estate/Construction Management (DBEnv/DRealEst/DConsMgt) where this has previously been submitted in support of a PgCert, PgDip or Taught Master's Award within the same programme (and, in the case of the latter named Award, the candidate has re-joined the programme within 3 years of achieving the Award).
- 17.7 The copyright of the thesis as a literary work is invested in the candidate except in certain circumstances which are set out in the *Intellectual Property Rights Policy*.
- 17.8 At the time of presentation the candidate shall be required to subscribe to a declaration that the thesis is their own work undertaken while on their programme of study. The Supervisor shall be required to countersign this declaration.
- 17.9 The contents of the thesis are prescribed by the specific programme of study as detailed in the Postgraduate Research Handbook.

18 Appointment of Examiners

- 18.1 On receipt of notice from the candidate of intention to present a thesis, the School Research and Enterprise Committee shall appoint a Board of Examiners for the candidate ensuring that all Examiners are appropriately qualified, in terms of knowledge and expertise relevant to the subject of the thesis, and independent, as determined by the Research and Enterprise Committee and have the right to work in the UK as determined by the Home Office.
- 18.2 The Board of Examiners shall comprise at least two Examiners one of whom shall be external to the University, except for staff candidates who shall have at least two external Examiners.
- 18.3 Any internal member of the Board of Examiners shall not have formed part of the candidate's supervisory arrangements during the candidature or a member of their Internal Evaluation Panel.
- 18.4 For the Award of Engineering Doctorate (EngD), the School Research and Enterprise Committee, on behalf of the School Executive shall appoint two external Examiners of whom one shall be a technical specialist and one a business specialist. The School Research and Enterprise Committee, on behalf of the School Executive, shall also appoint one internal Examiner.
- 18.5 Whenever a candidate is to be examined orally, an Independent Chair shall be appointed to the Board of Examiners who shall be a member of the University academic staff, from a School different to that of the candidate, and whose responsibility will be the overview of the assessment process.

19 Examination of the Thesis and Candidate

- 19.1 The Examiners shall examine the thesis, report or portfolio presented by the candidate using the assessment criteria ([Table C](#)).
- 19.2 The further arrangements for oral examination of Research Awards are as set out in Table D. Where an oral examination is to be held this shall be in accordance with any further detailed arrangements determined by the Research and Enterprise Committee.
- 19.3 Where an oral examination is to be held the Examiners shall complete a pre-oral examination report to be exchanged on the date of the oral and the originals lodged with the joint Examiners' report.
- 19.4 The Examiners may at their discretion require a candidate to present himself/herself for a written or practical examination or other test.
- 19.5 The Primary Supervisor may be in attendance at the oral examination as an observer at the candidate's discretion.

20 Recommendations by the Board of Examiners

- 20.1 Having completed their examination of the candidate the Examiners shall report their recommendations to the Postgraduate Research Awards Board ([Table E](#)).
- 20.2 The Examiners shall submit a joint Examiners' report on a form specified by the University.
- 20.3 The report of the Examiners shall be made available to the candidate and the supervisory team.
- 20.4 In their report the Examiners shall make one and only one recommendation as set out in [Table E](#).
- 20.5 The Postgraduate Research Awards Board shall make one and only one of the decisions set out in Table F with consideration to other aspects upon which the Postgraduate Research Awards Board must be satisfied before conferring an Award ([Table F](#)).
- 20.6 Where the Examiners are unable to agree on their recommendation they shall each separately submit an Examiner's report and recommendation as set out in [Table E](#). The School Research and Enterprise Committee shall then appoint a further Examiner or Examiners at its discretion, replacing both, or either the internal or external Examiner(s).

21 Re-examination

- 21.1 Where a candidate has been permitted to present a revised thesis, report or portfolio and to present himself/herself for examination again on a subsequent occasion, the arrangements and regulations for the re-examination shall be as if the candidate were being examined for the first time, unless the Postgraduate Research Awards Board has, already, on the recommendation of the Examiners for the first examination, excused the candidate from a further oral examination or stipulated otherwise.
- 21.2 The Examiners for the re-examination shall normally be the same as for the first examination unless otherwise determined by the School Research and Enterprise Committee.
- 21.3 An Independent Chair shall be appointed to the Board of Examiners.
- 21.4 Candidates for re-examination shall pay the prescribed re-examination fee at the time of giving notice of intention to present a revised thesis.
- 21.5 A candidate who has failed in a re-examination to satisfy the Examiners shall not be permitted to present himself/herself for re-examination on a further occasion.

22 Completion of Award

- 22.1 The Award may be conferred at any time by the Postgraduate Research Awards Board after a report from the Examiners.
- 22.2 An electronic copy of the thesis, report or portfolio of each candidate who has had conferred a Research Award shall be deposited in the University of Salford's Institutional Repository (USIR). One hard bound copy shall be submitted to Student Administration.
- 22.3 The author of a thesis for the Research Award deposited in USIR, with the agreement of his/her Supervisor and Associate Dean(s) (Research), may request that a moratorium be imposed preventing the consultation, loan and copying of the full-text thesis for an initial period of not more than 2 years from the date the Award was conferred. The period of moratorium may be extended for further periods each not exceeding 1 year at the discretion of the School Research and Enterprise Committee provided that the total period of the moratorium does not exceed 5 years. A candidate wishing to request a moratorium on the thesis in the event of it being deposited in the USIR subsequent to the Award shall give notice of this request at the time of presentation of the thesis, report or portfolio.
- 22.4 Where a moratorium on the full text is granted, information about the thesis including its title, author and abstract will still be made publicly available at <http://usir.salford.ac.uk/theses>. If the abstract contains information that would undermine the moratorium, an amended abstract should be provided for use throughout the duration of the moratorium.
- 22.5 Candidates should adhere to the Intellectual Property Rights regulations of the University of Salford (Appendix 1 of the Code of Practice for the Conduct of Postgraduate Degree Programmes).

23 Posthumous Awards

23.1 The Postgraduate Research Awards Board may recommend to Senate that a **posthumous award** of a qualification be made for a deceased candidate in the following circumstances, taking account of the wishes of the immediate family of the deceased:

- (a) after the thesis has been examined, or submitted for examination, but before the oral examination (where required) can be held. In such a case, the Postgraduate Research Awards Board shall consider the work presented and, provided that it is satisfied that the work is the candidate's own (by means of the receipt of reports from the School Enterprise and Research Committee and a member of the supervisory team), may decide to recommend that an award be made.
- (b) before submitting the thesis. In such a case, the Postgraduate Research Awards Board shall consider available evidence of the research work completed by the candidate. Normally, such evidence shall be supplied by a member of the candidate's supervisory team, who shall also submit a report for consideration by the Examiners. The School Research and Enterprise Committee shall also submit a supporting recommendation regarding the award of the degree. The following criteria must also be satisfied:
 - i) enough of the thesis must have been completed to allow a proper assessment to be made of the scope of the thesis;
 - ii) the standard of the research work completed must be of that normally required for the award of the degree in question, and must demonstrate the candidate's grasp of the subject;

The written material available (draft chapters, published work, work prepared for publication, presentations to conferences/seminars, progress reports by the candidate for his/her department/institution/sponsor) must demonstrate the candidate's ability to write a thesis of the required standard.

Table A – Research Awards of the University (Regulations 2, 8 and 9)	
Research Award	Methods of Proceeding to a Research Award
PhD	<p>A candidate may proceed to the Doctor of Philosophy Award (PhD) by following a programme of research or a programme of advanced study and research and submitting either:</p> <ol style="list-style-type: none"> i. a thesis; or ii. in the case of musical composition, a folio of compositions plus a reduced thesis/critical commentary; or iii. in the case of creative (not including performance) arts, the presentation of a body of works also recorded in permanent form plus a reduced thesis/critical commentary; or iv. in the case of creative writing, the presentation of a body of works also recorded in permanent form plus a reduced thesis/critical commentary/poetics; or v. in the case of media arts, a folio of films and/or videos written and/or directed by the candidate. In the case of creative arts, the exact format of submission (volume of works, portfolio and/or exhibition) shall be specified in special regulations for the programme of study; or vi. by submission of published works.
EngD	<p>A candidate may proceed to the Engineering Doctorate Award (EngD) by following a programme of advanced study and research in which all candidates will be required to show evidence of satisfactory progress and an ability to proceed with the programme in :</p> <ol style="list-style-type: none"> i. research, by, at the end of the first year, the submission of a substantial written report and by performance satisfactory to the School Research and Enterprise Committee at an oral examination conducted by the academic supervisor, industrial supervisor, Dean of School (or his /her representative) and Pro-Vice-Chancellor (Research and Enterprise) (or his/her representative), and by the submission of an annual report thereafter, and ii. the taught elements of the programme by satisfactory attendance and examination performance as prescribed by the special regulations for the programme.
DMA	<p>A candidate may proceed to the Doctor of Musical Arts Award (DMA) by following a programme of advanced study and research in which all candidates will be required to submit either:</p> <ol style="list-style-type: none"> i. a comprehensive, performance-based portfolio and a written report which shows evidence of satisfactory progress and an ability to proceed with the programme in:

Table A – Research Awards of the University (Regulations 2, 8 and 9)	
	<p>(a) two projects which contain perceptive and imaginative musical interpretations by the candidate which demonstrate artistic stature and excellence;</p> <p>(b) two major premiere performances, one should be of a work by a composer who enjoys advanced standing in the chosen genre and the other may be a major work by a University-based composer;</p> <p>(c) a critical evaluation of the complete portfolio comprising approximately 5,000 words, which includes a commentary relating to the projects and a clearly defined argument concerning the uniqueness of the work;</p> <p>(d) a public performance presented by the candidate at the University, which may include one piece that exists already as a recorded performance elsewhere in the candidate's portfolio.</p> <p>or</p> <p>ii. a comprehensive, composition-based portfolio and a written report which shows evidence of satisfactory progress and an ability to proceed with the programme in:</p> <p>(a) two existing substantial published works;</p> <p>(b) two substantial works written within the period of registration;</p> <p>(c) a critical evaluation of the complete portfolio comprising approximately 5,000 words, which includes a commentary relating to the project and a clearly defined argument concerning the uniqueness of the work;</p> <p>(d) a public performance presented by the candidate at the University that must include one work from the candidate's portfolio;</p> <p>(e) a public lecture/recital presented by the candidate at the University that must involve performance and discussion of one work from the candidate's portfolio.</p> <p>Please refer to separate guidance on the DMA.</p>
DProf	<p>A candidate may proceed to the Professional Doctorate Award by following a programme of advanced study and research in which all candidates will be required to show evidence of satisfactory progress and an ability to proceed with the programme in:</p> <p>(a) Firstly, the Taught (Modular) Element of the programme by attendance and assessment as prescribed by the University's <i>Academic Regulations</i> for Taught Programmes and the Special Regulations for the programme. The Taught (Modular) Element of the programme shall comprise 180 credits at Level 7 and shall have the same structure and be subject to the same Taught Regulations as other Taught Master's Programmes of the University. A candidate registered on a Professional Doctorate who has obtained at least 60 credits at Level 7 but less than 120 credits at Level 7 shall be awarded the Postgraduate Certificate. A candidate registered on a Professional Doctorate who has obtained at least 120 credits at Level 7 but less than 180 credits at Level 7 shall be awarded a Postgraduate Diploma.</p>

Table A – Research Awards of the University (Regulations 2, 8 and 9)	
	<p>(b) Secondly, by a programme of integrated research and professional practice and the submission of a thesis.</p> <p>(c) Candidates wishing to exit the programme after the completion of the Taught (Modular) Element and having obtained 180 credits at Level 7 shall be awarded a Taught Master's Award. Such candidates shall be eligible to be considered for the classification of Merit or Distinction. Such candidates will normally have the option to re-join the programme within 1 year.</p>
DEnv DRealEst DConsMgt	<p>A candidate may proceed to the Doctor of the Built Environment/Real Estate/Construction Management awards by following a programme of advanced study and research in which all candidates will be required to show evidence of satisfactory progress and an ability to proceed with the programme in:</p> <p>(a) Firstly, the Modular Element of the programme by attendance and assessment as prescribed by the University's <i>Academic Regulations</i> for Taught Programmes and the Special Regulations for the programme. The Modular Element of the programme shall comprise 180 credits at Level 7 and shall have the same structure and be subject to the same Taught <i>Regulations</i> as other Taught Master's Programmes of the University. A candidate registered for a Doctor of the Built Environment/Real Estate/Construction Management who has obtained at least 60 credits at Level 7 but less than 120 credits at Level 7 shall be awarded the Postgraduate Certificate in the Built Environment. A candidate registered for a Doctor in the Built Environment who has obtained at least 120 credits at Level 7 but less than 180 credits at Level 7 shall be awarded a Postgraduate Diploma in Built Environment Research.</p> <p>(b) Secondly, by a programme of integrated research and professional practice and the submission of a thesis.</p> <p>(c) Candidates wishing to exit the programme after the completion of the Modular Element and having obtained 180 credits at Level 7 shall be awarded an MSc or MRes in Built Environment Research (a Taught Master's Award). Such candidates shall be eligible to be considered for the classification of Merit or Distinction and will have the option to re-join the programme within 3 years.</p>
MPhil	A candidate may proceed to the Master of Philosophy Award (MPhil) by following a programme of research, or a programme of advanced study and research, and submitting a thesis.
MRes	A candidate may proceed to the Master of Research Award (MRes) by following a programme of advanced study and research in which all candidates will be required to show evidence of satisfactory progress and an ability to proceed with the programme.
MSc	A candidate may proceed to the Master of Science Award (MSc) by following a programme of research, or a programme of advanced study and research, and submitting a thesis.
LLM	A candidate may proceed to the Master of Laws Award (LLM) by one of the following methods by following a programme of research, or a programme of advanced study and research, and submitting a thesis.

Table B – Categories and Duration of Candidature (Regulations 2 and 7)			
Award	Category of Candidature	Duration	Note
PhD DMA	(a) full-time	3 Years min 5 Years max	except where the candidate holds a Master's degree recognised for this purpose by the University or has been engaged for at least 1 year full-time on an approved programme of further study or research, the School Research and Enterprise Committee may recommend that the minimum duration is reduced to not less than 2 years. In such circumstances Regulation 5(c) then applies in relation to the due recording and consideration of the admission decision and to the foregoing of the Interim Assessment.
PhD DMA	(b) part-time	5 Years min 9 Years max	except where the candidate holds a Master's degree recognised for this purpose by Senate or has been engaged for at least 1 year full-time on an approved programme of further study or research or has furnished evidence of equivalent postgraduate experience, the School Research and Enterprise Committee may reduce the minimum duration to not less than 3 years.
EngD	(a) full-time	4 Years min 6 Years max	except where the candidate holds a Master's degree recognised for this purpose by Senate or has been engaged for at least 1 year full-time on an approved programme of further study or research, the School Research and Enterprise Committee may reduce the minimum duration to not less than 3 years.
DProf	(a) full-time	3 Years min 5 Years max	except where the candidate holds a Master's degree recognised for this purpose by Senate or has been engaged for at least 1 year full-time on an approved programme of further study or research, the School Research and Enterprise Committee may reduce the minimum duration to not less than 2 years.
DProf DBEnv DRealEst DConsMgt	(b) part-time	5 Years min 9 Years max	(i) except where it can be shown to the satisfaction of the School Research and Enterprise Committee that a candidate, who is a full-time or part-time member of academic staff of the University, will be able to conduct his/her programme of further study and research on a substantially full-time basis and will be substantially free from any other duties, the School Research and Enterprise Committee may reduce the minimum duration to not less than 3 years, except where the candidate holds a Master's degree recognised for this purpose by Senate or has been engaged for at least 1 year full-time on an approved programme of further study or research or has furnished evidence of equivalent postgraduate experience, the School Research and Enterprise Committee may reduce the minimum duration to not less than 2 years; (ii) except where (i) above does not apply but the candidate holds a Master's degree recognised for this purpose by Senate or has been engaged for at least 1 year full-time on an approved programme of further study or research or has furnished evidence of equivalent postgraduate experience, the School Research and Enterprise Committee may reduce the minimum duration to not less than 3 years.
MPhil MRes	(a) full-time	1 Year min 3 Years max	
MPhil MRes	(b) part-time	2 Years min 5 Years max	

Table B – Categories and Duration of Candidature (Regulations 2 and 7)			
MSc LLM	(a) full-time	1 Year min 3 Years max	
MSc LLM	(b) part-time	2 Years min 5 Years max	
PhD by Published Works	(a) part-time	1 Year min 3 Years max	Please refer to separate guidance available for the PhD by Published Works

Table C – Assessment Criteria (Regulation 19)	
Award	The Examiners must ensure that the candidate meets the criteria consistent with the FHEQ guidelines for the appropriate level
PhD EngD DMA	<ul style="list-style-type: none"> (i) that the candidate has demonstrated the ability to create and interpret new knowledge through original research or other advanced scholarship of a quality to satisfy peer review; and (ii) that the candidate has demonstrated that the thesis is his/her own work; and (iii) that the candidate has satisfied the Examiners in any oral examination; and (iv) that in their opinion the thesis merits the Award.
DProf DBEnv DRealEst DConsMgt	<ul style="list-style-type: none"> (i) that the candidate has demonstrated the ability to create and interpret new knowledge through original research or other advanced scholarship of a quality to satisfy peer review; and (ii) that the candidate has demonstrated that the thesis is his/her own work; and (iii) that the candidate has satisfied the Examiners in any oral examination; and (iv) that in their opinion the thesis merits the Award.
MPhil MSc LLM MRes	<ul style="list-style-type: none"> (i) that the candidate possesses a satisfactory knowledge and understanding of existing studies relevant to the subject of his/her thesis; (ii) that the thesis gives evidence of sufficient experience in methods of research; (iii) that the thesis contains a satisfactory statement of the purpose of the candidate's investigation and a critical discussion of the results; (iv) that in their opinion the candidate merits the Award.

Table D – Examination of the Thesis and Candidate (Regulations 19 and 20)		
Award	Requirement for Oral Examination	Other Provision
PhD EngD DProf DBEnv DRealEst DConsMgt	The Examiners shall examine the candidate orally on the subject of the thesis and on the particular field of learning within which the subject of his/her thesis falls.	The oral examination shall be conducted jointly by the Examiners and shall take place in the University except in exceptional circumstances where the School Research and Enterprise Committee may give permission for the oral examination to be held elsewhere than in the University. The Examiners may, at their discretion, require a candidate to present himself/herself for a written or practical examination or other test.
DMA	The Examiners shall examine the candidate orally on the subject of the portfolio and on the particular field of learning within which the subject of his/her portfolio falls.	The oral examination shall be conducted jointly by the Examiners and shall take place in the University except in exceptional circumstances where the School Research and Enterprise Committee may give permission for the oral examination to be held elsewhere than in the University. Assessment will be based on the appropriate criteria for each component of the submitted portfolio. The Examiners may, at their discretion, require a candidate to present himself/herself for a written or practical examination or other test.
MPhil MRes MSc LLM	The Examiners may at their discretion examine the candidate orally on the subject of the thesis and on the particular field of learning within which the subject of his/her thesis falls.	The oral examination, if any, shall be conducted jointly by the Examiners and shall take place in the University except that exceptional circumstances where the School Research and Enterprise Committee may give permission for the oral examination to be conducted separately by the Examiners or for it to be held elsewhere than in the University. The Examiners may, at their discretion, require a candidate to present himself/herself for a written or practical examination or other test.

Table E – Recommendations by the Board of Examiners (Regulation 20)	
Award	Recommendations
PhD EngD	<ul style="list-style-type: none"> (i) that the degree be awarded; or (ii) that the degree be conditionally awarded subject to minor typographical corrections and/or amendments to content which can be completed within 4 weeks of the date of the oral examination and which do not require a further oral examination; or (iii) that the degree be conditionally awarded subject to major typographical corrections and/or amendments to content which can be completed within 3 months of the date of the oral examination and which do not require a further oral examination; or (iv) that the candidate be permitted to present a revised thesis for examination on a subsequent occasion with a further oral examination within 12 months of the date of the original oral examination; or (v) that the thesis is satisfactory but a further oral examination is required within 3 months of the date of the original oral examination; or (vi) that the thesis be resubmitted for another (lower) award within 3 months; or (vii) that the thesis does not satisfy the criteria for a postgraduate research award and the candidature be terminated.
DMA	<ul style="list-style-type: none"> (i) that the degree be awarded; or (ii) that the degree be conditionally awarded, subject to minor typographical corrections and/or amendments to content which can be completed within 4 weeks of the date of the oral examination and which do not require a further oral examination; or (iii) that the degree be conditionally awarded subject to major typographical corrections and/or amendments to content which can be completed within 3 months of the date of the oral examination and which do not require a further oral examination; or (iv) that the candidate be permitted to present a revised portfolio for examination on a subsequent occasion with a further oral examination within 12 months of the date of the original oral examination; or (v) that the portfolio is satisfactory but a further examination is required within 3 months of the date of the original examination; or (vi) that the portfolio be resubmitted for another (lower) award within 3 months; or (vii) that the portfolio does not satisfy the criteria for a postgraduate research award and the candidature be terminated.
DProf DBEnv DRealEst DConsMgt	<ul style="list-style-type: none"> (i) that the degree be awarded; or (ii) that the degree be conditionally awarded subject to minor typographical corrections and/or amendments to content which can be completed within 4 weeks of the date of the oral examination and which do not require a further oral examination; or (iii) that the degree be conditionally awarded subject to major typographical corrections and/or amendments to content which can be completed within 3 months of the date of the oral examination and which do not require a further oral examination; or (iv) that the candidate be permitted to present a revised thesis for examination on a subsequent occasion with a further oral examination within

Table E – Recommendations by the Board of Examiners (Regulation 20)	
	<p>12 months of the date of the original oral examination; or</p> <p>(v) that the thesis is satisfactory but a further oral examination is required within 3 months of the date of the original oral examination; or</p> <p>(vi) that the thesis be resubmitted for another (lower) award within 3 months; or</p> <p>(vii) that the thesis does not satisfy the criteria for a postgraduate research award and the candidature be terminated. However such a candidate, having successfully completed the Taught (Modular) Element and having obtained 180 credits at Level 7, shall be referred to the appropriate Board of Examiners for Postgraduate Taught Awards and shall be eligible to be considered for the classification of Merit or Distinction.</p>
MPhil MSc LLM	<p>(i) that the degree be awarded; or</p> <p>(ii) that the degree be conditionally awarded subject to minor typographical corrections and/or amendments to content which can be completed within 4 weeks of the date of the oral examination and which do not require a further oral examination; or</p> <p>(iii) that the degree be conditionally awarded subject to major typographical corrections and/or amendments to content which can be completed within 3 months of the date of the oral examination and which do not require a further oral examination; or</p> <p>(iv) that the candidate be permitted to present a revised thesis for examination on a subsequent occasion with a further oral examination within 6 months of the date of the original oral examination; or</p> <p>(v) that the thesis is satisfactory but a further oral examination is required within 3 months of the date of the original oral examination; or</p> <p>(vi) that the thesis does not satisfy the criteria for a postgraduate research award and the candidature be terminated.</p>
MRes	<p>(i) that the degree be awarded; or</p> <p>(ii) that the degree be conditionally awarded subject to minor typographical corrections and/or amendments to content which can be completed within 4 weeks of the date of the oral examination and which do not require a further oral examination; or</p> <p>(iii) that the degree be conditionally awarded subject to major typographical corrections and/or amendments to content which can be completed within 3 months of the date of the oral examination and which do not require a further oral examination; or</p> <p>(iv) that the candidate be permitted to present a revised thesis for examination on a subsequent occasion with a further oral examination within 6 months of the date of the original oral examination; or</p> <p>(v) that the thesis is satisfactory but a further oral examination is required within 3 months of the date of the original oral examination; or</p> <p>(vi) that the thesis does not satisfy the criteria for a postgraduate research award and the candidature be terminated. However such a candidate who had obtained at least 60 credits at Level 7 shall be referred to the appropriate Board of Examiners for Postgraduate Taught Awards for the consideration of an alternative award.</p>

Table F – Decisions of the Postgraduate Research Awards Board (Regulation 20)	
Award	Decision
PhD EngD DMA	<ul style="list-style-type: none"> (i) that the degree be awarded; (ii) permit the candidate to present a revised thesis and to present himself/herself for examination again on a subsequent occasion with or without a further oral examination within 12 months; (iii) permit the candidate to present himself/herself for a second oral examination or for a written examination within 3 months; (iv) permit the thesis to be resubmitted for another (lower) award within 3 months; (v) that the degree be not awarded and that the candidature be terminated.
DProf DBEnv DRealEst DConsMgt	<ul style="list-style-type: none"> (i) that the degree be awarded; (ii) permit the candidate to present a revised thesis and to present himself/herself for examination again on a subsequent occasion with or without a further oral examination within 12 months; (iii) permit the candidate to present himself/herself for a second oral examination or for a written examination within 3 months; (iv) permit the thesis to be resubmitted for another (lower) award within 3 months; (v) that the degree be not awarded and that the candidature be terminated. However such a candidate, having successfully completed the Taught (Modular) Element and having obtained 180 credits at Level 7, shall be referred to the appropriate Board of Examiners for Postgraduate Taught Awards and shall be eligible to be considered for the classification of Merit or Distinction.
MPhil MSc LLM	<ul style="list-style-type: none"> (i) that the degree be awarded; (ii) permit the candidate to present a revised thesis and to present himself/herself for examination again on a subsequent occasion within 6 months; (iii) permit the candidate to present himself/herself for a second oral examination or for a written examination within 3 months; (iv) that the degree be not awarded and that the candidature be terminated.
MRes	<ul style="list-style-type: none"> (i) that the degree be awarded; (ii) permit the candidate to present a revised thesis and to present himself/herself for examination again on a subsequent occasion within 6 months; (iii) permit the candidate to present himself/herself for a second oral examination or for a written examination within 3 months; (iv) that the degree be not awarded and that the candidature be terminated. However such a candidate, having successfully obtained at least 60 credits at Level 7, shall be referred to the appropriate Board of Examiners for Postgraduate Taught Awards.