

University of Birmingham

**Regulations and Codes of Practice on Higher Doctorates**

**Topic and Purpose of this Paper**

1. In order to address inconsistencies between Regulations and Code of Practice on Higher Doctorates, for APRC to **consider** and **approve** amendments to Regulations and the Code of Practice on Higher Doctorates.

**Proposal**

2. That the Code of Practice be renamed "Code of Practice on the Assessment and Award of Higher Doctorates".
3. That the following amendment to Regulation 7.6.3 be approved

**7.6.3 Assessors**

*7.6.3 Normally one internal and two external assessors shall be ~~appointed~~ nominated by the ~~Senate~~, Head of School except where the candidate is a member of this University's staff, when all assessors shall be external to the University.*

4. That Point 5.1 of the Code of Practice on the Assessment & Award of Higher Doctorates be amended to be consistent with Regulation 7.6.3

*5.1 Normally one internal and two external assessors shall be nominated by the Head of School except where the candidate is a member of this University's staff, when all assessors shall be external to the University. The candidate shall have the opportunity to suggest potential assessors and to advise the Head of School as to any potential assessors they do not wish to assess the submission; however, the identity of the assessors shall not be revealed to the candidate.*

5. That Point 5.2 of the Code of Practice on the Assessment & Award of Higher Doctorates be amended to

*5.2 The nominated assessors must be approved by the Head of College. Should an assessor not be approved, the Head of School must nominate a ~~further assessor in his or her place~~ replacement.*

6. To include a further point in the Code of Practice on Higher Doctorates:

*5.3 The formal letter of appointment of an assessor accompanies the higher doctorate submission when it is despatched to the examiners for assessment.*

### **Background and Context**

7. Following a review at the end of 2008-09 academic year, significant revisions were made to the Code of Practice on Higher Degrees for implementation from the beginning of the 2009/10 academic session.
8. During the course of the academic year, when dealing with applications for Higher Doctorates, the Research Student Administration Team has identified inconsistencies between Regulations and the Code of Practice on Higher Doctorates.

### **Argument in Support of the Proposal**

9. The proposed amendments to Regulations and the Code of Practice on Higher Doctorates will ensure consistency of approach in the interpretation of both documents.

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