

## DEGREE OF DOCTOR OF PHILOSOPHY

### RESOLUTION

The Degree of Doctor of Philosophy is governed by Resolution No. 507 of the University Court which came into effect on 1 October 2004, as subsequently amended. The provisions of the Resolution are as follows:

1. The Degree of Doctor of Philosophy (PhD) may be awarded by the Senate of the University of Glasgow in each of the Colleges thereof;
2. The Senate shall have power to make such regulations governing the award of the Degree as may be approved by the University Court, and these shall be as stated in Schedules A to D<sup>1</sup>;
3. A candidate for the Degree may either undertake study or research in accordance with the provisions of Schedule A or, in the case of The Glasgow School of Art, Schedule C, or shall present either a published thesis or a published memoir or work or other material in accordance with the provisions of Schedule B or, in the case of The Glasgow School of Art, Schedule D;
4. The Degree of Doctor of Philosophy whether by research or by published work shall in no case be conferred on persons who have not satisfied the conditions set out below, and shall not be conferred as an Honorary Degree;

#### Schedule A: Degree of Doctor of Philosophy by Research

The following regulations are supplemented by a series of Guidance Notes for students which are available with the on-line *University Calendar* which can be found at [www.gla.ac.uk/services/senateoffice/policies/calendar/](http://www.gla.ac.uk/services/senateoffice/policies/calendar/).

1. A research student who has pursued in the University of Glasgow<sup>2</sup>, or in an institution recognised and approved for the purpose, a course of special study or research, may offer himself or herself for the Degree of Doctor of Philosophy under the following conditions:
  - a) that he or she has obtained a degree in any Scottish university, or in another university or college specially recognised for the purpose of this Section by the University Court on the recommendation of the Senate (provided always that a diploma or certificate recognised in like manner as equivalent to a degree may be accepted in place of a degree);
  - b) that he or she has produced to the Senate evidence of satisfactory progress in the special study or research undertaken by him or her;
  - c) that he or she will have been registered for such study on a full-time basis for a period of not less than three academic years, or on a part-time basis for a period of either not less than five years of part-time study or not less than four years, comprising three years of part-time study and one year of full-time study, provided always that the Senate shall have power, in exceptional cases, to reduce the period by one academic year;
  - d) that he or she must be available for supervision in the University throughout the period of study except when given permission to pursue research elsewhere.
  - e) that he or she has pursued such formal research training and any other attendance requirements as set down by the College concerned.
2. The normal standard of admission for a research student will be that of a Degree with First or Upper Second Class Honours in a relevant discipline but another qualification, being a qualification approved by the University Court as provided in Clause 1 above, may be accepted by the relevant College as being suitable for the programme of study which it is proposed that the applicant should follow.
- 3.1 Each candidate for the Degree of Doctor of Philosophy shall present for the approval of the Senate a thesis which shall embody the results of the candidate's special study or research, and which shall be accompanied by a declaration signed by the candidate that the thesis has been composed by himself or herself.

The thesis shall be a minimum of 70,000 and a maximum of 100,000 words including references, bibliography and appendices in each case. A candidate who wishes to submit a thesis of greater or lesser length must seek prior permission of the appropriate College Higher Degrees Committee or equivalent.
- 3.2 A thesis for the degree of PhD shall normally be presented for examination within four years from the date when a candidate first registered for full-time study or six years from the date when a candidate first registered for part-time study. Where the candidate has registered for a combination of full-time and part-time study, or where the College has approved suspension<sup>3</sup> of study for a period of time, the maximum period of study permitted shall be

<sup>1</sup> Schedules C and D are published in The Glasgow School of Art section of the *University Calendar*.

<sup>2</sup> It is possible for students to pursue research off-campus subject always to provisions applied by the College which will reflect the nature of study in the associated discipline.

<sup>3</sup> A College Higher Degrees Committee or equivalent may permit the period of study to be suspended for a defined period when a student is ill or has other personal circumstances which prevent the student from continuing the research. Suspension can be agreed by the College Higher Degrees Committee or equivalent for other reasons, such as student internships. The arrangements for suspension of study shall be in accordance with those of the Research Councils.

equivalent to the duration for full and part-time study plus the approved period of suspension adjusted proportionately.

- 3.3 Where the candidate has fulfilled the prescribed period of full-time or part-time study required by the regulations, and has not submitted the thesis for examination, the candidate shall be registered with a 'thesis pending' status. If further research project work is required, the College may require the candidate to register as a full-time or part-time student. Failure to meet College requirements for progress without good cause may result in exclusion from further study.
- 3.4 The thesis shall be examined by one or more examiners appointed by the Dean of Graduate Studies on behalf of Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the Dean of Graduate Studies on behalf of the University Court and Senate. No person who has been involved in the direct supervision of the candidate may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener (see §3.6 below and Guidance Note 4) and shall act as an examiner in the normal way. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external.<sup>4</sup> A thesis may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the Dean of Graduate Studies.
- 3.5 A candidate for the Degree of PhD must present himself or herself for oral or other examination by the Committee of Examiners on the subject matter of the thesis and its context. The requirement for an oral examination shall be observed at the first submission of the thesis. In undertaking an oral or other examination the candidate must follow any requirements for the assessment as stated by the Graduate School.
- 3.6 A Convener shall be appointed by the Convener of the Higher Degrees Committee or its equivalent committee to convene the oral examination and to report on the agreed recommendations of the Committee of Examiners to the appropriate College Committee.

The Convener will be responsible for the following:

- a) making the arrangements for an oral examination and ensuring that this is normally held no later than three months after the submission of the thesis;
  - b) attending the whole examination and ensuring that it is conducted in a fair manner and is of a reasonable duration;
  - c) assisting the examiners to reach a consensus, noting that, subject to the authority of Senate, the view of the External Examiner shall normally prevail;
  - d) arranging for the report stating the recommendation of the Committee of Examiners to be signed at the conclusion of the examination;
  - e) after the oral, co-ordinating the completion of a joint report detailing the requirements for revision or resubmission and providing this to the candidate;
- 3.7 The supervisor shall not normally be present at the oral examination but shall be available to the Committee of Examiners for consultation. If the candidate makes a request in writing to the Convener for the supervisor to be present at the oral examination, this should normally be permitted. The request should be made no later than one week before the date of the oral.
  - 3.8 Where a candidate has been permitted to resubmit a thesis for examination, an oral shall also be held other than in exceptional circumstances, where the Convener, on the recommendation of the Committee of Examiners, may seek the agreement of the Dean of Graduate Studies to set aside the requirement for an oral examination after resubmission. In such circumstances the agreement of the candidate must be obtained, otherwise the candidate shall have the right to insist on an oral being held.
  - 3.9 Where a candidate has been permitted to resubmit the thesis, it shall normally be on one occasion only. The resubmitted thesis shall be examined by the Committee of Examiners appointed for the first submission or by the Committee of Examiners appointed for the second submission.

If the Committee of Examiners considers that the thesis has not achieved the standard required for the Degree of PhD but is of sufficient merit to be worthy of an award, it may recommend that the candidate revise the thesis and submit it for consideration for a Masters degree.

4. Particular conditions relating to study or research in the Colleges are set out below. A candidate must also comply with detailed requirements for research degrees published by the relevant Graduate School.

### **Arts**

The thesis must normally be written and defended in English. Exceptionally, however, at the time of application the College Graduate School Board (or equivalent) may approve arrangements whereby the thesis may be written and defended in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Graduate School Board and where the School and the Graduate School Board are satisfied that appropriate arrangements can be made for

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<sup>4</sup> The Clerk of Senate may waive the requirement for two of the examiners to be external where the candidate's appointment is not regarded as one that might compromise the impartiality of an Internal Examiner.

supervision and examination. In addition to the requirement for satisfactory completion of a thesis, the candidate will be required to attend training courses as specified by the Graduate School and also, where appropriate, by his or her supervisors. Candidates may be exempted in full or part from this requirement, normally by virtue of training undertaken and recognised by the Graduate School as meeting training requirements.

Where a School determines it to be appropriate, candidates may present a thesis accompanied by a related piece of creative work, for example, a play, a theatrical performance, a translation or computer software. In cases where a performance element is involved, candidates must provide a permanent record of the creative aspect of the overall submission to be deposited with the thesis in the University Library. In such cases, the Graduate School Board shall, in consultation with the supervising School, advise candidates on the minimum length of the thesis component. The Board of Examiners is required to attend a performance of the creative work.

In English Literature, candidates may present themselves for a PhD in a specific Creative Writing genre. Before being considered for admission to study for the award, candidates must normally satisfy the requirements of §1 above, and present sufficient evidence of potential in creative writing, through submission of a portfolio of creative and critical work. Registered candidates must satisfactorily complete, in the first two years, prescribed studies which shall include attendance at writing seminars and/or workshops. Each candidate's progress in the prescribed studies shall be assessed by means of set projects and/or a journal of studies maintained by the candidate. During the third year, under the supervision of a person appointed for the purpose by the College, candidates shall prepare and present for the approval of the Senate, a thesis or portfolio of written work which shall make significant contribution to literature in the generic route chosen, normally containing material worthy of publication. The thesis shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3.1 of the Resolution. Following successful completion of the first two years of study, candidates will be eligible for the award of Master of Philosophy if they elect to end their studies at this stage.

In Music, candidates may present themselves in Musicology, Musical Composition or Sonic Arts. In Musical Composition the candidate shall present a portfolio of at least two hours composed music or work of equivalent creative depth or complexity, comprising at least three and no more than nine pieces. The portfolio may comprise instrumental, vocal or electroacoustic works or any combination thereof. It should include a written commentary of between 5,000 and 7,000 words on the works contained. The compositions and the commentary taken together shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3 of the Resolution. In Sonic Arts the candidate shall present a thesis of between 40,000 and 80,000 words and project (weighted together: 100%). The project may be presented as a portfolio exemplifying and illustrating the thesis. This might involve a software/hardware project with details of its design and specification, and a description of its implementation. A research project would outline the design of experiments and present documentation and interpretation of the results. The thesis and the project taken shall be deemed to constitute a 'thesis which shall embody the results of the candidate's special study or research' as required under §3 of the Resolution.

### ***Medical, Veterinary & Life Sciences***

A candidate holding an appointment as a member of the teaching or research staff of the University of Glasgow, paid through the Finance Office or directly by a grant awarding body approved by the University Court, may register part-time whilst being subject to the same provisions regarding minimum periods of full-time study if he or she devotes the major part of the day, typically 75-80% of his or her time, to research studies.

In addition to the requirement for satisfactory completion of a thesis, a candidate will normally be required to attend training courses as specified by the College Graduate School.

### ***Science & Engineering***

To qualify for the award of a PhD, a candidate must have demonstrated to a Board of Examiners by the presentation of a thesis and by performance in an oral examination that he or she is capable of:

- a) pursuing original research in his or her specific field of study, and
- b) relating his or her results to the general body of knowledge in the field, and
- c) presenting his or her results in a critical and scholarly manner.

In addition to the requirement for satisfactory completion of a thesis, the candidate will normally be required to attend training courses as specified by the College Graduate School.

### ***Social Sciences***

The thesis must normally be written and defended in English. Exceptionally, however, at the time of application the College Higher Degrees Committee may approve arrangements whereby the thesis may be written and defended in a language other than English. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Higher Degrees Committee and where the School and the Higher Degrees Committee are satisfied that appropriate arrangements can be made for supervision and examination.

In addition to the requirement for satisfactory completion of a thesis, the candidate will be required to attend training courses as specified by the Graduate School and also, where appropriate, by his or her supervisors.

Candidates may be exempted in full or part from this requirement, normally by virtue of training undertaken and recognised by the Graduate School as meeting training requirements.

5. *Teaching or Research Staff of the University or Recognised Institutions - Candidature for the Degree*

A member of the teaching staff of the University, or a person who holds an appointment as Research Assistant or Research Fellow of the University of Glasgow and is paid through the Finance Office or directly by a grant-aiding body approved by the University Court, or a member of the teaching or research staff of any other institution recognised for the purpose of §1, may notwithstanding offer himself or herself for the Degree of Doctor of Philosophy if he or she has prosecuted a course of special study or research on a part-time basis for a period of not less than three years.

6. *Research in External Institutions*

As permitted in §1, College Graduate Schools may allow the candidate's study or research to be conducted in an institution external to the University of Glasgow. The period of study or research elsewhere shall not normally exceed twelve months except where that study or research is undertaken in an institution or location approved by the appropriate College Committee. The choice of an external institution will be determined *ad hoc* and only where there exists clear alignment of the candidate's proposed study or research with the aims and objectives of the institution proposed, and where the institution can demonstrate ability to provide an appropriate level of supervision of the candidate. A full-time member of staff of a recognised Institution may be nominated by the College Graduate School on behalf of Senate *either* as a supervisor *or* as an internal examiner although such an individual may not be nominated as an examiner if he or she has previously supervised the candidate's work. In cases where an employee of the institution acts as supervisor or internal examiner, a member of staff from an appropriate subject area in the University will also be appointed.

The following institutions are recognised for the purpose of this regulation:

**College of Medical, Veterinary & Life Sciences**

Central Public Health Laboratory, Colindale  
Centre for Environment, Fisheries and Aquaculture Science  
Centre for Integrated Research & Understanding of Sleep, University of Sydney, Australia  
Children's Hospital, Tabriz, Iran  
Department of Clinical Physics and Bioengineering of the West of Scotland Health Boards  
Department of Economics, Faculty of Social Sciences, Lagos State University, Nigeria  
European Molecular Biology Laboratory, Heidelberg  
Fisheries Research Services, Freshwater Laboratory, Pitlochry  
Fisheries Research Services, Marine Laboratory, Aberdeen  
Glasgow and West of Scotland Blood Transfusion Service  
Glaxo SmithKline, Stevenage  
Institute for Animal Health, Compton Laboratory, Newbury, Berkshire  
Macaulay Land Use Research Institute Moredun Research Institute, Pentlands Science Park, Penicuik  
National Institute for Biological Standards and Control  
Natural History Museum  
Papworth Hospital  
Royal Botanic Garden, Edinburgh  
Scottish Association for Marine Science, Dunstaffnage Marine Laboratory  
Scottish Crops Research Institute, Invergowrie  
Specialist Virology Laboratory, Gartnavel General Hospital  
SRUC (Scotland's Rural College)  
Swarts Center Inst for Neyral Computation University of California San Diego La Jolla USA  
The Fredric Rieders Foundation 2300 Stratford Avenue, Willow Grove PA 19090  
The Pirbright Institute, Ash Road, Pirbright, Woking, Surrey  
Universities Marine Biological Station, Millport  
Virginia Commonwealth University

**College of Science & Engineering**

Colorado Center for Astrodynamics Research, University of Colorado, Boulder, USA  
Department of Physics/MAX-lab, University of Lund, Sweden  
Deutsches Electronen Synchrotron Laboratory (DESY) Hamburg  
Diamond Light Source  
European Nuclear Research Centre (CERN), Geneva  
European Synchrotron Radiation Facility  
Fermi National Accelerator Laboratory, Chicago, IL, USA  
GSI (Society for Heavy Ion Research) Darmstadt, Germany

Henrich-Heine University, Dusseldorf, Germany  
Institute for Cosmic Ray Research, University of Tokyo  
Institute Laue-Langevin  
Institute of Nuclear Physics, University of Mainz, Germany  
ISIS Pulsed Neutron and Muon Source  
Jefferson Accelerator Laboratory, Newport, News, VA, USA  
Johns Hopkins University, Baltimore, USA  
LIGO Hanford Observatory, Hanford USA  
LIGO Livingston Observatory, Livingston USA  
MRC Mitochondrial Biology Unit, Cambridge, UK  
NERC Centre for Ecology and Hydrology Laboratories  
Scottish Universities Environmental Research Centre  
Southern General Hospital  
University of California at San Diego, La Jolla, California, USA  
University of Dar Es Salaam  
University of Hanover Faculty of Physics/Albert Einstein Institute

#### 7. *Submission of Thesis*

In submitting a thesis a candidate must state, generally in the preface and specifically in the notes, the sources from which his or her information is derived, the extent to which he or she has availed himself or herself of the work of others, and the portions of the thesis which he or she claims as original. The thesis must be in English.

In the College of Medical, Veterinary & Life Sciences a candidate must submit three copies of the thesis; in all other Colleges two copies of the thesis must be submitted. In all cases the submission must include a summary of 250 - 1000 words. The summary must be an adequate and informative abstract of the work, suitable for publication by the University. The submitted copies of the thesis may be soft-bound but otherwise should generally conform to the British Standard Institution's *Recommendations for the presentation of theses* (BS4821:1990) which is available for consultation in the University Library or from the College Graduate School.

In signing a submission form, the supervisor is confirming that the work was undertaken by the candidate. The wording of the form makes it clear that the supervisor's signature does not endorse that the work has been completed nor does it indicate that the thesis has achieved the required standard for the award of the degree. A candidate may submit a thesis against the advice of the supervisor but in such cases the supervisor may state the position in a report submitted to the Convener of the Committee of Examiners.

If approved for the degree, one hard-bound copy of the thesis and one electronic copy shall be deposited with the University Library. The bound copy should normally be produced to the standard defined in BS4821:1990, and the electronic copy must conform to University Library specifications published at <http://theses.gla.ac.uk/format.html>. It is the University's normal practice to make the bound copy available for consultation in the Library, and to permit computer download of the electronic copy through its repository service, Enlighten. Such access may, however, be restricted under provisions of the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004.

#### **Schedule B: Degree of Doctor of Philosophy by Published Work**

1. A person may be admitted as a candidate for the degree of Doctor of Philosophy by published work who:
  - a) i) is a graduate of the University of Glasgow and whose date of submission of his/her thesis is at least five years from the date of his/her first graduation in the University; or
  - ii) is a member of staff who has normally been employed for the full-time equivalent of at least five years and is paid through the University Finance Office or directly by a grant aided body approved by the University Court; or
  - iii) is a former member of staff who has completed the full-time equivalent of a minimum of five years employment and was paid through the University Finance Office or directly by a grant aided body approved by the University Court, and who presents him or herself as a candidate for the degree within one calendar year of leaving the University's employment.
- b) has not been enrolled as a Research Student in the University of Glasgow during the five years preceding the date of submission although the College Higher Degrees Committee (or equivalent) shall have the discretion to entertain applications from candidates who wish to transfer from the conventional PhD; and
- c) does not hold any Doctoral Degree of the University of Glasgow or of any other University or College in the same subject area; and
- d) has been found by the appropriate College to possess *prima facie* a qualification for the Degree.

A College Higher Degrees Committee (or equivalent) shall have the discretion to reduce the qualifying period to three years in the case of full-time members of academic staff in the employment of the University.

2. Subject to the provisions of §9 of Schedule B of this Resolution, candidates for the Degree of Doctor of Philosophy by published work shall present for the approval of Senate published work, which shall be a record of original research undertaken by the candidate, and shall be accompanied by a declaration signed by the candidate detailing the extent to which the research has been done and the work written by himself or herself.
3. Every prospective candidate for the degree shall submit to the appropriate College two copies of the work to be examined together with copies of the following documentation each in triplicate: a curriculum vitae, and an explanatory essay of 2,000 - 5,000 words which justifies the intellectual significance of the submission. Should the submission comprise diverse publications, the explanatory essay should explain the relationship, if any, between the works submitted, including any developments which have occurred between one piece and another.

Material other than books must be bound in a volume in cloth with stiff boards. The layout and binding of the thesis should generally conform to the *Recommendation for the Presentation of Theses and Dissertations* published by the British Standards Institution (BS4821:1990), a summary of which is available in the University Library or may be obtained from the Clerk of the appropriate College. The thesis must include a summary (500 - 1,000 words), which must be an adequate and informative abstract of the work. The summary should be bound with the thesis where possible; and three separate copies of the summary should also be provided.

4. The Dean of Graduate Studies shall nominate a member of staff to give advice to the candidate with regard to the preparation of his/her submission.
5. Preliminary assessment - Only if it is in the opinion of the College Higher Degrees Committee (or equivalent) and of any adviser(s) whom it may consult that the work described in the abstract, in the explanatory essay and the publications is of the standard expected for the degree of Doctor of Philosophy by supervised research, will the full application be accepted for consideration.
6. If a full application is permitted by the College Higher Degrees Committee (or equivalent), a candidate must then submit two copies of the work to be examined; both copies, if approved for the Degree, shall become the property of the University.
7. All the materials submitted must normally be in English and may include the following:

Art / artefacts, exhibited or otherwise presented within the public domain; design of exhibitions or events; editorships and curation; public commissions; media presentations including performance, installations and catwalk presentations; mass production; patents and registered designs; new devices including software; reports; other non-textual research output; authored books; authored chapters in books; authored articles in journals and papers and posters.

Materials must be published in terms of the following definition:

A work is normally regarded as published only if it is traceable through ordinary catalogues, abstracts or citation notices, and copies are available to the general public. This will normally require the work to be publicly registered with an ISSN/ISBN number. Material which is unpublished or which has only a restricted circulation is not acceptable in whole or partial fulfilment of the requirements for this degree.

Exceptionally, the College Higher Degrees Committee (or equivalent) may approve the submission and defence of the work in a language other than English, such as Gaelic. Approval will normally be given only where the use of a language other than English is deemed appropriate by the relevant School and the Higher Degrees Committee (or equivalent), and where the School and Higher Degrees Committee (or equivalent) are satisfied that appropriate examination arrangements can be made.

8. Any work which is about to be included in a submission by the candidate for any other Higher Degree or Diploma either in the University of Glasgow or in any other institution, or which has already been included in a submission, whether successful or unsuccessful, for any other Higher Degree or Diploma in another institution is not admissible in whole or partial fulfilment of the requirements for the Degree of PhD by published work.
9. A candidate may submit work which has resulted from collaborative research and joint authored publications, provided the nature and extent of the candidate's contribution is specified in the accompanying explanatory essay. The candidate must seek confirmation of this from the co-authors or researchers and provide written evidence of such confirmation to the satisfaction of the Higher Degrees Committee (or equivalent).
10. A Higher Degrees Committee (or equivalent) may at its discretion disqualify any submission or part thereof. It is not a necessary requirement for this degree that the work submitted should be published within a defined period.
11. The thesis shall be examined by one or more examiners appointed by the Senate from among the experienced academic staff of the University, and by one or more External Examiners appointed by the University Court on the recommendation of the Senate. No person who has been involved in the direct supervision of the research student may be appointed as an examiner. The internal examiner shall not undertake any duties which have been allocated to the Convener (Guidance Note 3) and shall act as an examiner in the normal way. A thesis may be examined by two external examiners without the appointment of an Internal Examiner, with the approval of the

Dean of Graduate Studies. In the case of a submission by a member of staff or a former member of staff two of the examiners must be external.<sup>5</sup>

The Board of Examiners shall normally require that the candidate present himself or herself for oral or other examination on the subject matter of the work and other material submitted for examination. The reports of the examiners shall be submitted to the appropriate College Higher Degrees Committee (or equivalent) who shall if it thinks fit make a recommendation thereon to the Senate. The candidate shall be approved for the Degree only if, in the opinion of the College and the examiners, the submitted work constitutes an examination of a field of study which makes a significant and original contribution to existing knowledge and is of an equivalent standard to a thesis which embodies the results of three years full-time supervised research (or equivalent) and for which a candidate was awarded the degree of PhD. The Board of Examiners may require minor changes to the explanatory essay as a requirement for the award if there is otherwise agreement that the submitted work meets the criteria for the Degree.

12. An unsuccessful submission for the degree of PhD by published work will not become eligible for the award of a Master's Degree or Diploma, in lieu of the degree of PhD, and nor will the unsuccessful submission become eligible for resubmission in its present form on a future occasion.
13. No candidate may apply for re-examination for the degree of PhD by published work until the lapse of at least three years from the date of the intimation of the decision of the Higher Degrees Committee (or equivalent) regarding the previous submission. Such re-examination shall be regarded as a de novo application and not the resubmission of the initial application.

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<sup>5</sup> The Clerk of Senate may waive the requirement for two of the examiners to be external where the candidate's appointment is not regarded as one that might compromise the impartiality of an Internal Examiner.