



| Version | Approved by | Approval date | Effective date | Next review |
|--------------------------|--|------------------|------------------|-------------|
| 1.1 | Administrative update by the Director of Governance | 20 December 2016 | 20 December 2016 | March 2015 |
| Policy Statement | | | | |
| Purpose | This policy specifies the requirements for qualifications, progression, examination and award of an MPhil. It must be read in association with the policy and procedures concerning research candidatures. | | | |
| Scope | This policy applies to all MPhil candidates. | | | |
| Policy Provisions | | | | |

1. Preamble

The degree of Master of Philosophy (MPhil) may be awarded to a candidate who completes a piece of research that demonstrates an original contribution in their field of study and who has satisfied the advanced coursework requirements of the degree.

2. Policy Statement

2.1 Qualifications, Admission and Enrolment

Only students enrolled in accordance with the University's policy and procedures concerning research candidates will be eligible to proceed to the award of an MPhil. These include the *Admissions Policy*, *Admission to Higher Degree Research Programs Procedure* and *Higher Degree Research Supervision Policy*.

2.1.1 All candidates must be enrolled in a School or an approved unit within the Faculty authorised to enrol research students and under the control of the Faculty Dean or equivalent.

2.1.2 All candidates must undertake the research at a UNSW affiliated location such as a UNSW campus, teaching hospital, or other research facility of the University as listed on the Research website.

2.2 Candidature and Progression

The progress of an MPhil student must be managed in accordance with the University's *Variation of Candidature Procedure*, and *Progress Review and Confirmation of Research Candidatures Procedure*.

2.2.1 Between 18 and 24 Units of Credit of advanced coursework must be passed at first attempt within the first 2 semesters of enrolment at a level prescribed by the Higher Degree Research Committee or equivalent (hereinafter called the Committee).

2.2.2 Approval for extension to candidatures beyond the maximum time of four full-time equivalent semesters must be obtained via the Committee.

2.3 Thesis Content

For an award of an MPhil, the thesis must embody the results of an original investigation.

2.3.1 The research described must have been completed during the period of enrolment for the degree.

2.3.2 The thesis must be written in English.

2.3.3 The writing must have a satisfactory standard of expression and presentation.

2.3.4 The thesis must consist of an account of the candidate's own research. All research performed conjointly with other persons must be fully acknowledged and include a statement of the candidate's contribution to the conjoint research. Any editorial assistance in the preparation of the thesis must also be acknowledged.

2.4 Examination and Award

Theses shall be submitted in accordance with the *Thesis Examination Procedures*.

2.4.1 A candidate shall present a thesis for examination embodying the results of the investigation no earlier than three full-time equivalent semesters and no later than four full-time equivalent semesters from the semester of enrolment.

2.4.2 The candidate must not submit any work or material that has previously been submitted for a university degree or other similar award as the main content of the thesis.

2.4.3 The thesis must be examined by two external examiners. There must be three external examiners of the thesis appointed, one of whom acts as a reserve examiner. External examiners must not have been an employee of the University within the past 5 years.

2.4.4 Each examiner must submit to the University a concise written report on the thesis and must recommend one of the following:

- a) **Award** - The thesis merits the award of the degree.
- b) **Minor Corrections** - The thesis merits the award of the degree subject to minor corrections as listed being made to the satisfaction of the Head of School or unit.
- c) **Further Work** - The thesis requires further work on matters detailed in the report to the satisfaction of the Committee.
- d) **Revise and re-examine** - The thesis in its present form does not merit the award of the degree and further work as described in the report is required. The revised thesis should be subject to re-examination.
- e) **Non-Award** - The thesis does not merit the award of the degree and does not demonstrate sufficient merit to warrant resubmission.

2.4.5 For examinations where recommendations of 2.4.4 (a) and (b) only are received, written reports will be released to the Postgraduate Research Coordinator (PGC), or Head of School where the PGC is the supervisor, who must consider them and advise the Dean of Graduate Research which of the recommendations specified in 2.4.4 should be implemented.

2.4.6 For all examinations including recommendations 2.4.4 (c), (d) or (e), the Committee must consider the examiners' recommendations and written reports and advise the Dean of Graduate Research which of the recommendations specified in 2.4.4 should be implemented.

2.4.7 In the case of a decision that the revised thesis should be the subject of re-examination as specified under 2.4.4 (d), the examiners who recommended re-examination must be appointed to re-examine the thesis. The examiner may not recommend option (d) for a re-examined thesis.

2.4.8 In the case of a recommendation not to award the degree as specified under 2.4.4 (e), the candidate must be given written notification of the reasons for this recommendation, and must be provided with the opportunity to make a written submission to the Committee.

2.5 Fees

A candidate must pay such fees as determined by the Vice-Chancellor and specified in the [relevant fees policy](#).

3. Implementation

Implementation of this policy will be the responsibility of the Dean of Graduate Research.

For general Policy information and assistance contact the Director, Graduate Research School.

| Accountabilities | | | | |
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| Responsible Officer | Deputy Vice-Chancellor (Research) | | | |
| Contact Officer | Dean of Graduate Research | | | |
| Supporting Information | | | | |
| Legislative Compliance | This Policy supports the University's compliance with the following legislation: Nil | | | |
| Supporting Documents | Nil | | | |
| Related Documents | Register of Delegations Admissions Policy Admission to Higher Degree Research Programs Procedure Higher Degree Research Supervision Policy Variation of Candidature Procedure Progress Review and Confirmation of Research Candidature Procedure Thesis Examination Procedures Higher Education Standards Framework (Threshold Standards) 2015 | | | |
| Superseded Documents | Conditions for Award of Master of Philosophy Policy, version 1.0, approved by the Vice-Chancellor on 27 March 2012 | | | |
| File Number | 2012/01387 | | | |
| Definitions and Acronyms | | | | |
| MPhil | Master of Philosophy | | | |
| PGC | Postgraduate Research Coordinator | | | |
| Revision History | | | | |
| Version | Approved by | Approval date | Effective date | Sections modified |
| This Policy replaced the <i>Conditions for Award of Degrees: Master of Philosophy (MPhil)</i> , published in the Handbook with no version control. | | | | |
| 1.0 | Vice-Chancellor | 27 March 2012 | 1 April 2012 | Transferred to Policy template, change at 4.4.3, other minor revisions |
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