

# **PART C (b)**

*[for students recruited to Professional Doctorates operating under the Regulations approved by Senate prior to June 2016]*

**Specific Regulations for the Awards of:  
Postgraduate Diploma in Professional Research  
Professional Master's  
Professional Doctorate**



**For Students Recruited to Professional Doctorates Operating Under  
the Regulations Approved by the Senate Prior to June 2016**

**The Research Degrees Regulations apply equally to Postgraduate Diploma in Professional Research, Professional Master's and Professional Doctorate candidates. The specific additional requirements for these awards are set out below.**

## **1. ENTRY REQUIREMENTS**

1.1 An applicant may seek admission to study for any of the following awards which are offered on a part-time basis:

- Postgraduate Diploma in Professional Research;
- Professional Master's;
- Professional Doctorate.

Stage 1 of the Professional Doctorate may be studied on a full-time basis in specific disciplines where this has been validated.

1.2 An applicant seeking entry to the Professional Doctorate shall normally as a minimum entry requirement:

- hold a first or upper second class honours degree of a university or any other institution of higher education in the UK with degree-awarding powers, provided that the degree included training in research and the execution of a research project or dissertation, or a qualification which is regarded by Anglia Ruskin University as equivalent to a first or upper second class honours degree;

AND

- have appropriate professional experience.

1.3 Any DProf programme that wishes to propose that the minimum entry requirement must be a Master's degree, in an appropriate cognate area awarded by a UK University or an overseas Master's degree of equivalent standard will be required to submit a case to RDSC for consideration.

- 1.4 Applicants who have achieved the Postgraduate Diploma in Professional Research may seek admission, within a period of five years of achieving that award, for entry onto the Professional Master's or Professional Doctorate.
- 1.5 Anglia Ruskin University is not responsible for finding work placements for candidates registered on the Professional Doctorate, Professional Master's and Postgraduate Diploma in Professional Research. Candidates entering Stage 2 of the Professional Doctorate and Professional Master's programmes must, therefore, have access to employment or practice.

## **2. NON-STANDARD ENTRY REQUIREMENTS**

- 2.1 Applicants holding qualifications other than those in Regulation 1.2 above shall be considered on their merits and in relation to the nature and scope of the programme of proposed work. In considering an applicant in this category the Faculty shall look for evidence of the candidate's ability and background knowledge in relation to the proposed research. Professional experience, publications, written reports or other appropriate evidence of achievement shall be taken into consideration.
- 2.2 An applicant who does not have appropriate research experience will be required to demonstrate depth of understanding of research methods by completing a programme of research training.

## **3. ENGLISH LANGUAGE COMPETENCE**

- 3.1 Where English is not an applicant's first language, they must demonstrate evidence of English language ability by holding an IELTS score of 6.5 (or equivalent) and have achieved a minimum of English language competence of at least IELTS 5.5 (or equivalent) across all four disciplines – writing, reading, speaking and listening.
- 3.2 If necessary, an offer of a place to read for a research degree may be subject to completion of Anglia Ruskin University's Postgraduate English Language Support Programme.
- 3.3 These minimum requirements may be supplemented by additional requirements as determined by individual Faculties.

- 3.4 An offer of a place on the Postgraduate Diploma in Professional Research, Professional Master's or Professional Doctorate may be subject to completion of Anglia Ruskin University's Postgraduate English Language Support Programme.

#### 4. PERIODS OF REGISTRATION

- 4.1 The standard periods of registration are normally:

|  | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| <b>Postgraduate Diploma in Professional Research</b> |                |                |
| <i>Part-time</i>                                     | 16 months      | 30 months      |
| <i>Full-time</i>                                     | 12 months      | 18 months      |
| <b>Professional Master's</b>                         |                |                |
| <i>Part-time</i>                                     | 30 months      | 48 months      |
| <i>Part-time (following full-time Stage 1)</i>       | 26 months      | 36 months      |
| <b>Professional Doctorate</b>                        |                |                |
| <i>Part-time</i>                                     | 36 months      | 72 months      |
| <i>Part-time (following full-time Stage 1)</i>       | 32 months      | 60 months      |

#### Shortening the Period of Registration

- 4.2 Where there is evidence that a candidate is making exceptional progress, the FRDSC may approve a shorter minimum period of registration.

#### Extending the Period of Registration

- 4.3 A candidate is expected to submit their thesis before the expiry of the maximum period of registration. The FRDSC may extend a candidate's period of registration where evidence is submitted to support the request, normally for not more than 6 months at a time up to a maximum of 12 months.
- 4.4 Only in exceptional and unforeseen circumstances will a further and final period of 6 months be permitted.

- 4.5 A candidate seeking an extension shall apply to the FRDSC on the appropriate form. In all cases an action plan demonstrating how the extension will enable the successful completion of the thesis must be submitted at the time of requesting the extension. This action plan must be agreed by the First Supervisor. In making their decision the FRDSC will take into account the progress made by the candidate and any previous requests for intermission or extensions.

### Transferring Course

- 4.6 A candidate registered for a Professional Doctorate who wishes to transfer their registration to MPhil or PhD, or vice versa, will be required to first seek the support of their First Supervisor and discuss the proposed transfer with the Professional Doctorate Programme Director, before applying in writing to the FRDSC for approval. The relevant form can be obtained from the appropriate FRDSC Secretary.

## **5. ATTENDANCE AT WORKSHOPS**

- 5.1 Candidates are expected to attend all workshops designed for the Postgraduate Diploma in Professional Research / Professional Master's / Professional Doctorate programmes.
- 5.2 Candidates are also required to attend the compulsory three-stage University-wide Research Training, unless the Faculty Director of Research grants exemption from all or part of this training.
- 5.3 All research degree candidates must either attend Introduction to Research Ethics and Integrity (in Human Research) training offered by the Doctoral School or pass the online Epigeum course Ethics 1 – Good Research Practice. A copy of the relevant training certificate must be provided to the Researcher Development Programme Administrator in the Doctoral School.
- 5.4 All research degree candidates whose research proposal requires ethical approval (e.g. falls into the yellow, red or purple categories) are also required to pass the online Epigeum course Ethics 2 – Research with Human Subjects in the Health and Social Sciences or an equivalent course approved by the Chair of the appropriate Faculty Research Ethics Panel.

- 5.5 Candidates are strongly encouraged to attend the annual Research Student Conference.
- 5.6 Candidates are encouraged to take advantage of the further training offered through the Doctoral School, Human Resources and the Faculties. In addition, candidates are advised to take advantage of national training events and training opportunities external to our University.

## **6. STAGE 1**

### Advisers

- 6.1 Stage 1 Professional Doctorate candidates will be allocated an Adviser.

### Stage 1 Papers

- 6.2 All registered candidates for a Postgraduate Diploma in Professional Research, Professional Master's or Professional Doctorate are required to submit papers totalling a maximum of 21,000 words.
- 6.3 At least the greater of 2 or 50% of marked Stage 1 papers for each candidate shall be sent to an external moderator for moderation. For a new Professional Doctorate programme, all marked Stage 1 papers for the first intake of students shall be sent to the external moderator for moderation. Where the first intake comprises fewer than ten students then all marked Stage 1 papers for the second intake must also be sent for external moderation. Sampling of Stage 1 papers for moderation may occur for the next intake when there are more than ten students on the programme.
- 6.4 Upon successful completion of Stage 1 candidates may progress to Stage 2 of the programme or be awarded the Postgraduate Diploma in Professional Research.

### Resubmission of Stage 1 Papers

- 6.5 If the assessment requirements for a Stage 1 paper are not met on first submission the candidate will normally be allowed the opportunity to revise and resubmit the Stage 1 paper within a period of 3 months.

6.6 Where the candidate has failed any of the Stage 1 papers on resubmission, the FRDSC will normally terminate the candidate's registration.

#### Criteria for Appointment as an External Moderator

6.7 External moderators should:

- hold a doctoral level qualification or have equivalent professional and/or academic recognition;
- normally have experience in the assessment of Professional Doctorate or similar programmes or equivalent experience;
- have knowledge of the broad subject area that they will be moderating;
- be external to Anglia Ruskin University and be independent of the programme team.

6.8 External moderators should not hold more than a maximum of three appointments as an external examiner (for taught courses)/external moderator (for Professional Doctorate programmes).

#### Terms of Reference for External Moderators

6.9 External moderators shall be appointed in accordance with the procedures of the Senate of the University. They must be prepared to work within the context of a professional doctorate.

6.10 The role of the external moderators approved by the appropriate body is to ensure that justice is done to students and that the standard of the Stage 1 papers is maintained. In order to carry out these responsibilities, the external moderators must:

- judge standards impartially on the basis of work submitted for assessment without being influenced by previous association with the programme, the staff, or any of the students;
- compare the performance of students with that of their peers studying for comparable awards;

- approve the form and content of assessments that count towards Stage 1, in order to ensure that all students will be assessed fairly in relation to the programme and regulations and in such a way that external moderators will be able to judge whether the objectives of Stage 1 have been fulfilled and whether students have reached the required standard;
- see at least the greater of 2 or 50% of Stage 1 papers for each candidate in order to ensure that appropriate standards of assessment are being maintained by the Internal Assessors;
- see all papers for at least the first 10 candidates of a new Professional Doctorate programme (see Regulation 6.3 above);
- ensure that the assessments are conducted in accordance with the approved regulations;
- report back annually via the FRDSCs to the RDSC on the outcomes of the assessments, the effectiveness of the assessments and any lessons to be drawn from them, in accordance with policies determined by the Senate.

6.11 In addition, external moderators have the right to:

- be consulted on any proposed changes to the approved progression and assessment regulations which will directly affect students currently studying for the award;
- advise, if requested to do so by the Programme Directors, in cases of unresolvable internal disagreement;
- moderate the outcome arrived at by the internal assessors, but not to change the outcome for individual students;
- exceptionally, to conduct a *viva voce* examination of any candidate;
- participate as required in any reviews of decisions about individual students taken during the external moderator's period of office.

6.12 The period of appointment for an external moderator will normally be four years.

## **7. CONFIRMATION OF REGISTRATION AS A CANDIDATE FOR PROFESSIONAL DOCTORATE**

- 7.1 Assessment of a candidate's research ability to determine whether registration for the professional doctorate can continue is determined through the confirmation of registration process (see Section 8 of these Regulations).
- 7.2 MProf candidates are required to apply for upgrade of registration to professional doctorate no later than three years after starting their programme for part-time candidates and no later than two years after starting their programme for part-time candidates studying the taught stage on a full-time basis.
- 7.3 Professional doctorate candidates are required to apply for confirmation of registration no later than three years after starting their programme for part-time candidates and no later than two years after starting their programme for part-time candidates studying the taught stage on a full-time basis.

## **8. ASSESSMENT REQUIREMENTS**

### Postgraduate Diploma in Professional Research

- 8.1 In order to be eligible for the award of Postgraduate Diploma in Professional Research candidates are required to achieve a pass in each of the written papers totalling 21,000 words. Where the papers are accompanied by material in other than written form, e.g. a portfolio of evidence, artefacts, DVD, performance, exhibition, a minimum of 2,000 words is required. Timeframes for the submission of each assignment will be set by the Programme Director. The assessment of the written papers by internal tutors will be recorded on the 'Unratified Result Sheet' and sent to the External Moderator for moderation as required under Regulation 6.3 above. All papers will be assessed against the grade of 'pass' or 'fail'. Candidates who fail an assignment at the first attempt are permitted one further opportunity to pass the assignment within 3 months of receipt of the feedback.

## Professional Master's

- 8.2 All candidates for the award of a Professional Master's are required to seek approval of their research proposal normally within 24 months of initial registration.
- 8.3 In order to be eligible for the award of Professional Master's candidates are required to achieve a pass in each of the written papers totalling 21,000 words (as outlined in Regulation 8.1 above) and submit and defend by oral examination a thesis comprising of:
- either**                    29,000 words where Stage 1 papers in appendices to the thesis;  
**or**                            50,000 words where Stage 1 papers included in the body of the thesis.
- 8.4 Candidates may either attach their written papers to their thesis as separate appendices or incorporate material from the papers in the body of the thesis.
- 8.5 Where the thesis is accompanied by material in other than written form or the research involves the creative writing or the preparation of a scholarly edition, the thesis may be in the form of creative work accompanied by a commentary. In such cases the thesis or commentary for a Professional Master's should normally not exceed 15,000 words.
- 8.6 The Professional Master's thesis should display appropriate evidence of:
- originality and independent critical judgement and;
  - demonstrate an understanding of techniques and/or methodologies applicable to the candidate's own research
- 8.7 The abstract, main text, tables and quotations should be included in the maximum word length. Appendices, reference lists and footnotes should not be included in the maximum word length.

## Professional Doctorate

- 8.8 All candidates for the award of a Professional Doctorate are required to seek approval of their research proposal normally within 24 months of initial registration.

8.9 Confirmation of approval as a candidate for a Professional Doctorate should occur no later than 4 years after registration for part-time candidates and no later than 3 years after registration for part-time candidates studying Stage 1 on a full-time basis.

8.10 In order to be eligible for the award of a Professional Doctorate candidates are required to achieve a pass in each of the written papers totalling 21,000 words (as outlined in Regulation 8.1 above) and submit and defend by oral examination a thesis comprising a maximum of:

- either**                    59,000 words where Stage 1 papers in appendices to the thesis  
**or**                         80,000 words where Stage 1 papers included in the body of the thesis

8.11 The abstract, main text, tables and quotations should be included in the maximum word length. Appendices, reference lists and footnotes should not be included in the maximum word length.

8.12 Where the thesis is accompanied by material in other than written form or the research involves the creative writing or the preparation of a scholarly edition, the thesis may be in the form of creative work accompanied by a commentary. In such cases the thesis or commentary for a Professional Doctorate should normally not exceed 40,000 words.

8.13 The Professional Doctorate thesis should display appropriate evidence of:

- originality and independent critical judgment and;
- constitute a contribution to professional practice and;
- exhibit development of professional competencies

## 9. STAGE 1 PAPERS IN THE THESIS

### Professional Doctorates

- 9.1 Candidates for Professional Doctorates may either attach their Stage 1 papers to their thesis as separate appendices or incorporate these materials in the body of their thesis. Examiners are expected to respect this choice which is available to candidates. The text for the thesis for a Professional Doctorate should normally not exceed 59,000 words (excluding Stage 1 papers) or 80,000 words where Stage 1 papers are included in the body of the thesis.

### Professional Master's

- 9.2 Candidates for Professional Master's may either attach their Stage 1 papers to their thesis as separate appendices or incorporate these materials in the body of their thesis. Examiners are expected to respect this choice which is available to candidates. The text for the thesis for a Professional Master's should normally not exceed 29,000 words (excluding the written papers) or 50,000 words where the written papers are included in the body of the thesis.

## 10. ASSESSMENT CRITERIA

### Postgraduate Diploma in Professional Research (Level 7)

- 10.1 Successful candidates for the award of Postgraduate Diploma in Professional Research will be expected to demonstrate:
- a systematic acquisition and critical understanding of knowledge, that is mostly at the forefront of the academic discipline and area of professional practice;
  - the ability to reflect on and examine critically their own professional activity;
  - the ability to conduct research in accordance with academic and professional ethical standards;

- an understanding of techniques and/or methodologies applicable to practitioner research;
- the ability to design a research project that is capable of generating new knowledge and understanding of professional practice;
- the ability to conceptualise understanding so as to evaluate critically current research in the discipline and area of professional practice;
- the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility and, where appropriate, autonomous and/or collaborative initiative in planning tasks at a professional or equivalent level;
- the ability to communicate findings clearly and effectively.

### Professional Master's (Level 7)

10.2 Successful candidates for the award of MProf will be expected to demonstrate:

- a systematic acquisition and critical understanding of knowledge, that is mostly at the forefront of the academic discipline and area of professional practice;
- the ability to reflect on and examine critically their own professional activity;
- the ability to conduct research in accordance with academic and professional ethical standards;
- a comprehensive and critical understanding of techniques and/or methodologies applicable to practitioner research;
- a critical and contextually appropriate application of techniques for original research, effective communication, critical and independent reasoning appropriate to advanced academic enquiry;
- originality in the application of knowledge or methodology in the discipline and/or area of professional practice;

- the ability to conceptualise understanding so as to evaluate critically current research in the discipline and area of professional practice;
- the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility and, where appropriate, autonomous and/or collaborative initiative in planning and implementing tasks at a professional or equivalent level;
- the ability to communicate findings clearly and effectively.

### Professional Doctorate (Level 8)

10.3 Successful candidates for the award of Professional Doctorate will be expected to demonstrate:

- the systematic acquisition and critical understanding of a substantial body of knowledge that is at the forefront of the academic discipline and area of professional practice;
- the ability to reflect on and examine critically their own professional activity;
- the ability to conduct research in accordance with academic and professional ethical standards;
- the creation and interpretation of new knowledge through original research or other advanced scholarship which is of a quality to satisfy peer review, extend the forefront of the discipline, and merit publication;
- the ability to integrate theoretical and professional-practical perspectives, knowledge and understanding in such a way as to generate mutual critique, and reformulation of theory and of professional practice;
- the ability to conceptualise, design and implement a project for the generation of new knowledge, applications or understanding which are at the forefront of the discipline or area of professional practice, and to adjust the project design in the light of unforeseen problems;

- a critical and contextually appropriate application of techniques for original research, effective communication, critical and independent reasoning appropriate to advanced academic enquiry;
- the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility and, where appropriate, autonomous and/or collaborative initiative in complex and unpredictable situations, and in professional/institutional or equivalent environments;
- the ability to communicate findings clearly and effectively.

## **11. CONFERMENT OF AWARDS AS INTERMEDIATE AWARDS**

- 11.1 Candidates whose written papers and/or thesis do not satisfy the assessment criteria for the award for which they were registered may be eligible for an intermediate award subject to their work satisfying the relevant assessment criteria for an intermediate award.
- 11.2 Certificates for the Postgraduate Diploma in Professional Research and for the Professional Master's will only be issued to candidates who have satisfied the assessment criteria for the awards and exit Anglia Ruskin University. Certificates will not be issued to candidates progressing from the Postgraduate Diploma in Professional Research to the Professional Master's and from the Professional Master's to the Professional Doctorate.