

Contents

Links to Recent Changes and/or Additions to the Published Regulations	3
Introduction to these regulations	4
1. Requirements of a Thesis: PhD/EngD/MPhil/MD(Res)	4
1.1 Theses: General	4
1.2 Requirements of a PhD/EngD Thesis	5
1.3 Requirements of an MPhil Thesis	6
1.4 Requirements of an MD(Res) Thesis	7
1.5 Language of a Thesis	8
1.6 Word Length of Theses	9
1.7 Format of a Thesis	9
1.8 Approval of a Thesis Title	10
1.9 Availability of a Thesis	10
2 Examination Entry	11
2.1 Examination Entry Form: MPhil/PhD/EngD/MD(Res)	11
2.2 Thesis Submission: MPhil/ PhD/EngD/MD(Res)	12
2.3 Dispatch of Theses to Examiners	12
3 The Appointment of Examiners	13
3.1 The Appointment of Examiners for Research Degrees	13
3.2 The Appointment of Additional Examiners	14

Back to: [table of contents](#)

UCL Student and Registry Services Division
Academic Services Department

Back to: [t](#)

Introduction to these regulations

The General Regulations apply to all University College London (UCL) MPhil, PhD, EngD and MD(Res) students.

The Academic Regulations for Students for Research Degree students are UCL's overarching regulations and students should read these regulations together with local regulations for the Department and Faculty housing their programme of study. EngD students should also read these together with the Section 3 Specific Programme regulations.

[Section 3 Specific Programme regulations \(PDF\)](#)

1. Requirements of a Thesis: PhD/EngD/MPhil/MD(Res)

1.1 Theses: General

The greater proportion of the work submitted in a thesis must have been undertaken after the registration of the student for the MPhil/PhD/EngD or MD(Res) degree.

The work in the thesis submitted by a student must be their own work and the submission of a thesis for examination will be regarded as a declaration of that fact.

A student will not be permitted to submit a thesis that has been submitted for examination for a degree, or comparable award, of this or any other university or institution. However, students may incorporate into a thesis previously examined fieldwork which they have already submitted for a degree or comparable award of this, or any other university or institution. In such a case this must be indicated on the examination entry form and the incorporated fieldwork must be clearly identified as such in the thesis submitted for examination.

Students may submit the results of work done in conjunction with their Supervisor and/or with fellow research workers provided that their own contribution in the investigation is clearly stated and a statement of confirmation is certified by the Supervisor.

The decision of a student to submit a thesis should be made in consultation with the student's Supervisor(s). The decision to submit a thesis in any particular form rests with the student alone.

Further guidance on theses

- i) An allowance may be made in the case of a student who has transferred from another institution. See Admission to Research Degree Programmes in

Back to: [table of contents](#)

the Academic Regulations for Students for Research Degree students, Section 1 for further information. (See link at the end of this section.)

- ii) Students should also include in each copy of their thesis a signed declaration that the work presented is their own. This may be inserted between the title page and the contents page of the thesis in the following te

- ix) is satisfactory in its literary and/or technical presentation and structure with a full bibliography and references;
- x) takes due account of previously published work on the subject;
- xi) makes clear the sources from which information has been derived, the extent to which the work of others has been used, and the areas which are claimed as original;
- xii) contains an element which might, after any necessary revision, merit publication in a medium appropriate to the discipline (for example as a monograph or as a number of articles in learned journals);
- xiii) shows a student's ability to design and implement an independent research project.

A series of papers, whether published or otherwise, is not acceptable for submission as a thesis. Research work already published, or submitted for publication, at the time of submission of a thesis, either by a student alone or jointly with others, may be included in the thesis. The published papers themselves may not be included in the body of a thesis but may be adapted to form an integral part of a thesis and thereby make a relevant contribution to the main theme of a thesis. Publications derived from the work in a thesis may be bound as supplementary material at the back of a thesis.

1.3 Requirements of an MPhil Thesis

A thesis for the award of an MPhil degree shall be examined in accordance with the criteria prescribed by UCL and the thesis shall demonstrate that it:

- i) is genuinely the work of the candidate;
- ii) consists of the candidate's own account of their investigations and indicates in what respects they appear to them to advance the study of the subject;
- iii) represents a contribution to the subject, either through a record of the candidate's original work or a critical and ordered exposition of existing knowledge;
- iv) takes due account of previously published work on the subject;
- v) makes clear the sources from which information has been derived, the extent to which the work of others has been used, and the areas which are claimed as original;
- vi) is an integrated whole and presents a coherent argument;
- vii) is satisfactory as regards literary presentation;

Back to: [table of contents](#)

- vii) has a full bibliography and reference.

A series of papers, whether published or otherwise, is not acceptable for submission as a thesis. Research work already published, or submitted for publication, at the time of submission of a thesis, either by a student alone or jointly with others, may be included in the thesis. The published papers themselves may not be included in the body of a thesis but may be adapted to form an integral part of a thesis and thereby make a relevant contribution to the main theme of a thesis. Publications derived from the work in a thesis may be bound as supplementary material at the back of a thesis.

1.4 Requirements of an MD(Res) Thesis

A thesis for the MD(Res) degree will deal with any branch of medicine, or surgery or medical or dental science. It is a condition of the award of the degree that the clinical research involved in the thesis shall conform to high ethical standards. If UCL is not satisfied on this point, the degree will not be awarded irrespective of the merit of the thesis in other respects.

The thesis shall:

- i) demonstrate it is genuinely the work of the candidate;
- ii) consist of the candidate's own account of his/her investigations, the greater proportion of which shall have been undertaken during the period of registration under supervision for the degree;
- iii) form a distinct contribution to the knowledge of the subject and afford evidence of originality by the discovery of new facts and/or by the exercise of independent critical power;
- iv) be an integrated whole and present a coherent argument;
- v) give a critical assessment of the relevant literature, describe the method of research and its findings, include discussion on those findings and indicate in what respects they appear to the candidate to advance the study of the subject; and, in so doing, demonstrate a deep and synoptic understanding of the field of study, (the candidate being able to place the thesis in a wider context), objectivity and the capacity for judgment in complex situations and autonomous work in that field;
- vi) include a full bibliography and references;
- vii) demonstrate research skills relevant to the thesis being presented;

- vii) be of a standard to merit publication in whole or in part or in a revised form (for example, as a monograph or as a number of articles in learned journals).

A series of papers, whether published or otherwise, is not acceptable for submission as a thesis. Research work already published, or submitted for publication, at the time of submission of a thesis, either by a student alone or jointly with others, may be included in the thesis. The published papers themselves may not be included in the body of a thesis but may be adapted to form an integral part of a thesis and thereby make a relevant contribution to the main theme of a thesis. Publications derived from the work in a thesis may be bound as supplementary material at the back of a thesis.

1.5 Language of a Thesis

All theses must be written in English.

For candidates in the field of foreign language and literature, the decision about which language the thesis should be written in would be made by the Faculty Graduate Tutor following consultation with the supervisor(s) and the School / Departmental Graduate Tutor at the outset of research. The decision would be reviewed at 6 months.

The English abstract is a compulsory additional submission and standard English Language skills are required.

In all cases, the oral examination of a thesis would normally be conducted in English.

Further guidance for students and staff

- v) When a candidate has been granted approval for a thesis to be submitted in a language other than English the Student Centre must be informed.

1.6 Word Length of Theses

The maximum word lengths for theses are:

- i) PhD/EngD degree: 100,000 words
- ii) MPhil degree: 60,000 words
- ii) MD(Res) degree: 50,000 words

The maximum word lengths include footnotes, tables and figures but exclude bibliography, appendices and supporting data.

Further guidance on the word lengths of theses

- i) The above prescribes the maximum allowable length for MPhil/EngD/PhD/MD(Res) theses, not necessarily the preferred length. In many instances Supervisors may wish to recommend a shorter length. Students should consult their Supervisors on the usual length of theses in their subject area or topic.
- ii)

UCL Student and Registry Services Division
Academic Services Department

cancelled unless a special case is made for late submission in writing to
UCL via the

Back to: [table of contents](#)

UCL Student and Registry Services Division
Academic Services Department

- iii) Each final, joint report by the examiners shall indi

- i) If the thesis fulfils the criteria (set out in 1.2) and the student satisfies the

UCL Student and Registry Services Division
Academic Services Department

Back to: [table of contents](#)

Further guidance on outcomes of an oral examination: MD (Res) De

suspected use of a fellow student's or other person's work without that student's knowledge and consent) but not including suspected use of a fellow student's or other person's work without that student's knowledge and consent.

- b) A first instance of plagiarism (including suspected collusion but not including suspected use of a fellow student's or other person's work without that student's knowledge and consent) in the later stages of the programme of study (after upgrade to MPhil/PhD on the PhD programme) in which no more than 30% (approximately) of the work in question can be demonstrated to have been plagiarised or, in the case of plagiarised data, statistics etc., it can be demonstrated that they are not the main findings or among the main findings on which the argument of the thesis rests.
 - c) A first instance of misrepresentation of results in the early stages of the programme of study (prior to upgrading to MPhil/PhD).
 - d) A first instance of misrepresentation of results in the later stages of the programme of study (after upgrading to MPhil/PhD on the PhD programme, or after the first year of study on the MPhil programme) which is judged to have been owing to error, misunderstanding or other extenuating circumstances.
- ii) Procedures for Investigating and Resolving Allegations of Misconduct in Academic Research are available from the Research Governance website. (See link at the end of this section.)

6.3 Extent of Misconduct: Action Open to UCL

The following instances of research misconduct shall be referred to the Registrar:

- i) any instance of plagiarism, except those covered in 6.2.
- ii) any repeated instance of plagiarism.
- iii) any instance of misrepresentation.
- iv) any instance of piracy or fraud.
- v) any instance of any kind of research misconduct which appears in published work.
- vi) submission of a thesis for examination by a student when an allegation of research misconduct has been made.

7 Student Complaints Procedure

There is no right of appeal against an academic decision. There is a Student Complaints Procedure in place. Students can lodge a case under this procedure in the circumstances specified.

Students and staff should consult UCL Student Complaints Procedures.

Link for Section 7

[UCL Student Complaints Procedures](#)

8 Graduation Ceremonies: Academic Robes

The wearing of academic robes is mandatory at UCL's Graduation Ceremonies. It is the responsibility of students to obtain the appropriate robes from UCL's suppliers.