Institute of Education
University of London

# REGULATIONS FOR THE DEGREE OF DOCTOR IN EDUCATION (EdD)

## 1. Introduction

1.1 These regulations govern the conduct and award of the degree of Doctor in Education (EdD), the Postgraduate Diploma in Practitioner Research and Master of Education (MEd).

1.2 The regulations are made subject to the *General Academic Regulations* of the Institute, the *Regulations for the Assessment of Students* and all other relevant regulations, policies and procedures of the Institute.

## 2. Definitions

2.1 In these regulations, terms have the meanings assigned to them in the *General Academic Regulations* unless otherwise state in the text.

2.2 Any reference in these regulations to the Academic Registrar, Dean of the Doctoral School, Dean of Faculty, or other named officer of the Institute shall be deemed to include a reference to any person designated by that officer for the purpose.

## 3. Admission

3.1 Candidates for admission must satisfy the requirements laid down in the *General Academic Regulations.*

3.2 The normal minimum entrance requirements for admission to an EdD are:

3.2.1 a postgraduate Master's degree of a United Kingdom university or educational institution of university rank, or an overseas qualification judged by the Institute of Education to be of an equivalent standard, **plus**

3.2.2 at least four years' relevant experience in Education or a related field.

3.3 A candidate not satisfying these requirements may be considered for admission if the Institute is satisfied that his or her general education, scholarship, training and experience are suitable for the programme. In

such cases, the Institute shall prescribe qualifying work that must be completed to the satisfaction of the Academic Registrar before registration.

3.4 Applicants for admission may in addition be required to pass an approved English language test at a specified level and other tests prescribed by the Institute as a condition of registration. The normal level of pass required in the International English Language Testing System (IELTS) will be 7.0 overall, with individual scores for writing and for reading no lower than 7.0. The normal level of pass required in Test of English as a Foreign Language (TOEFL) will be 650 in the paper-based test or 280 in the computerised test or 114-115 in the internet-based test.

3.5 Candidates for registration may be required to pass a qualifying examination and/or may be required to obtain additional qualifications for admission as determined by the Institute.

3.6 At the discretion of the Academic Registrar a candidate who fails to pass a qualifying examination prescribed for him/her will not be permitted to re-enter for the qualifying examination; if re-entry to the qualifying examination is permitted, a candidate will be limited to one re-entry.

3.7 A qualifying examination may not serve in lieu of a satisfactory result in an approved English language test in cases where specified evidence of English language proficiency at a level deemed appropriate by the Institute is required.

3.8 Every candidate must make application to the Institute in accordance with the *General Academic Regulations* and any other procedures prescribed by the Institute.

## 4. Registration

4.1 Students registered for a course of study at the Institute shall not normally be permitted to register concurrently for another course at the Institute or at any other higher education institution.

4.2 A student must register for a course of study in accordance with the procedures issued annually by the Academic Registrar and the *General Academic Regulations.*

4.3 A student who withdraws before completing the programme of study may be required to re-start the whole programme or to repeat elements of the programme should the student subsequently be permitted by the Institute to re-register for it.

## 5. Attendance and Course of Study

5.1 The curriculum for the EdD shall consist of three elements:

5.1.1 a taught component comprising courses of study of relevance to individuals working in education and related fields: the content of this element of the curriculum will be determined by the Institute and will vary from time to time, but shall always include a theoretical and practical training in research strategies and methodologies; a course or courses on the foundations of professionalism in education; and specialist studies in a specific area or areas.

5.1.2 an institution-focused study written up in the form of a report of 20,000 words; the title and method of enquiry of the study are to be approved by the candidate's supervisor and by the appropriate Institute authority.

5.1.3 a thesis of 45,000, words, the subject and method of enquiry of which are to be approved by the supervisor and the appropriate Institute authority.

5.2 Assessment criteria specific to each element of the programme are set out in the examination guidance issued annually by the Academic Registrar.

5.3 Students following the international programme for the EdD shall be required to incorporate in their coursework, report and thesis an international, intercultural or comparative dimension.

5.4 The Institute shall establish a *Code of Practice for Research Degrees* for supervisors and research students and shall appoint a supervisor and an advisory panel for each of its students registered for the EdD degree in accordance therewith.

5.5 The minimum period of part-time registration for an EdD degree shall be four calendar years and for a full-time student it is three calendar years. For a student granted credit under regulation 6.1, the period of registration spent at the other institution shall be used to calculate the number of years undertaken by the student.

5.6 A student accepted under regulation 6.1 may be exempted by the Institute from part of a course of study for the EdD degree provided that the course of study followed at the Institute is not less than two calendar years of part-time registration.

5.7 A course must be pursued continuously except by special permission of the Academic Registrar.

5.8 The progress of each student shall be formally reviewed on an annual basis in accordance with the *Code of Practice for Research Degrees*.

5.9 Part-time EdD students are expected to submit their thesis for examination within seven calendar years of the initial degree registration and full-time students are expected to submit their thesis for examination within four years of the initial degree registration. Exceptionally, the Academic Registrar may grant permission for a longer period of study in accordance with agreed procedures as laid down in the *Code of Practice for Research Degrees*, except that this shall not exceed ten years from the initial date of registration.

5.10 All research conducted must conform to the Institute's Research Governance and Ethics Policy and Procedures.

5.11 All work submitted as part of the requirements for any examination of the Institute must be expressed in the candidate's own words and incorporate his/her own ideas and judgments.

5.12 The Institute's *Regulations for Proceedings in relation to Assessment Offences* will be used to deal with any allegation that any part of a thesis has been plagiarised or that there has been any infringement of the declaration in regulation 9.2 below.

5.13 A student who fails to undertake the prescribed course of study or coursework or to make satisfactory progress in regard to his or her research may be required to withdraw from the programme in accordance with the *General Academic Regulations.*

## 6. Credit Exemption

6.1 Candidates may, at the discretion of the Institute of Education, be given exemption from up to two taught courses for work successfully completed (ie taught and examined) from a doctoral degree programme offered at another approved higher education institution. The Institute of Education will be responsible for ensuring exemption is given only in respect of courses deemed to be of an appropriate level and which form a coherent whole with the candidate's programme at the Institute of Education.

## 7. Examinations

7.1 Candidates for entry to assessment for the EdD degree must satisfy the requirements as laid down by in these and the *General Academic Regulations.*

7.2 All assessments will be undertaken by appointed internal examiners and overseen by examiners external to the Institute The examination of

the thesis shall be by oral examination conducted by at least two examiners, one of whom shall be external to the Institute: this examination will be designed to test the thesis against the criteria stated at 8.1.3 below, and will further examine the candidate's conceptual understanding of the integration of all elements of his/her EdD studies.

7.3 The timing of the assessment of the taught element of the course, the institution-focused study, and the thesis will be in accordance with a schedule published by the Academic Registrar.

7.4 In exceptional circumstances students may be granted permission to extend the deadline for assessment or to defer their assessment. Such requests must normally be made in accordance with the Institute's policy on extensions and deferrals as indicated in course documentation.

7.5 Students who wish to withdraw their entry for formal assessment in relation to any element of their programme of study must inform the Programme Leader. Such notification shall be provided in writing at least ten days before either the date of the written paper(s) or the last date for submission of coursework assignments or the IFS reports.

7.6 Students who do not have permission for an extension, deferment or notice of withdrawal and who do not submit to assessment at the proper time will normally be recorded as absent from it and this will count as an attempt.

7.7 A candidate who is prevented by illness or by the serious illness or death of a near relative or by any other cause judged sufficient by the Dean of the Doctoral School from completing an assessment or part of an assessment at the normal time may normally enter for formal assessment in relation to those elements on the next occasion when the assessment is held. At the discretion of the Board of Examiners concerned, such a candidate may instead undertake a special assessment in those elements missed and/or be permitted to submit any prescribed assignment at a date specified by the Board. The special assessment shall be undertaken in the same mode of assessment as the assessment that was missed.

7.8 A candidate who does not at his or her first entry satisfy the examiners in the formal assessment or part of the formal assessment for which he or she has entered may be re-assessed in that element of his or her programme of study on one further occasion only. Deadlines for the resubmission of work for formal assessment or of examination resits shall be specified by the Academic Registrar.

7.9 A student who on two occasions fails or is absent from the assessment associated with a course required for the award for which he or she is registered may not continue with the programme of study.

7.10 A student wishing to request a reconsideration of a decision published by the EdD Board of Examiners should do so under the Institute's *Regulations governing representations concerning decisions of boards of examiners*.

## 8. Award

8.1 In order to qualify for admission to the degree of EdD, a candidate must satisfy the examiners:

8.1.1 that he/she has attained a satisfactory standard in the taught element of the degree;

8.1.2 that the report on the institution-focused study has shown how the EdD studies have supported the candidate's professional development and extended his/her understanding of his/her professional role.

8.1.3 that the thesis forms a distinct contribution to the knowledge of the field of study and affords evidence of originality and a capacity for autonomous research; and

8.1.4 that he/she possesses a conceptual understanding of the integration of all elements of his/her EdD studies.

8.2 Candidates unable to complete the EdD degree programme may apply for the award of either:

8.2.1 the Postgraduate Diploma in Practitioner Research (see 8.5), or

8.2.2 the Master of Education (MEd) in Practitioner Research (see 8.6)

8.3 The award of the Postgraduate Diploma in Practitioner Research shall be made to candidates who have satisfactorily completed the course of study and formal assessments associated with the taught components of the degree programme (i.e. excluding the institution focused study report and the thesis). Candidates awarded the Postgraduate Diploma in Practitioner Research shall not subsequently be permitted to present themselves for assessment for the EdD degree.

8.4 A student who fails to satisfy the examiners in the institution focused study report on two occasions shall not be permitted to continue with his or her programme of study, but may be considered for the award of the Postgraduate Diploma if he or she has attained a satisfactory overall standard in formal assessments associated with the taught element.

8.5 Detailed provisions for the award of the Postgraduate Diploma are set out in supplementary regulations appended these regulations.

8.6 The award of the Master of Education (MEd) in Practitioner Research shall be made to candidates who have satisfactorily completed the course of study and formal assessments associated with the taught components of the degree programme and the institution focused study report (but excluding the thesis). (Candidates awarded the MEd shall not subsequently be permitted to present themselves for assessment for the EdD degree).

8.7 A student who fails to satisfy the examiners in the EdD thesis may be considered for the award of the MEd degree if he or she has attained a satisfactory overall standard in formal assessments associated with the taught element and the institution focused study report.

8.8 Detailed provisions for the award of the MEd degree are set out in supplementary regulations appended to these Regulations.

## 9. Requirements of the thesis

9.1 The thesis for the EdD shall[1:]

9.1.1 consist of the candidate's own account of his/her investigations;

9.1.2 form a distinct contribution to the knowledge of the field of study and afford evidence of originality and a capacity for autonomous research;

9.1.3 demonstrate the candidate's capability to pursue original research in the field of study based on a good understanding of the research techniques and concepts appropriate to the discipline;

9.1.4 demonstrate the candidate's understanding of professionalism and his/her own professional role and the contribution of the thesis to his/her professional development;

9.1.5 give a critical assessment of the relevant literature, describe the method of research and its findings including a discussion on those findings, and indicate in what respects they appear to the candidate to advance the study of the subject;

9.1.6 embody the results of a practice-based research programme which may reasonably be expected of a student, taking into account the required length of the thesis and minimum period of registration for the programme;

1 See also regulation 5.3

9.1.7 be written in English and be satisfactory in its literary and/or technical presentation and structure with a full bibliography and references;

9.1.8 make 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;

9.1.9 be no more than 45,000 words (exclusive of appendices, the list of references and bibliographies but including footnotes, endnotes, glossary, maps, diagrams and tables). Appendices should only include material which examiners are not required to read in order to examine the thesis, but to which they may refer if they wish; (see also 9.2)

9.1.10 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).

9.2 A candidate will be expected to submit, bound in with the 45,000 word thesis, a statement of no more than 2,000 words summarising the areas which he/she has covered in the course as a whole, and highlighting the links between each element

9.3 A candidate must include in each copy of his/her thesis a signed declaration that the work presented in the thesis is his/her own work.

9.4 A candidate is required to include a declaration of accurate word length in his/her thesis.

9.5 The greater proportion of the work submitted in a thesis must have been carried out after the registration of the student for the EdD degree at the Institute, except that in the case of a student accepted under regulation 6.1 there shall be allowance for the fact that the student commenced his/her registration at another institution.

9.6 A candidate will not be permitted to submit as his/her thesis one which has been submitted for a degree or comparable award of this or any other university or institution, but a candidate shall not be precluded from incorporating in a thesis covering a wider field of work which he/she has already submitted for a degree or comparable award of this or any other university or institution provided that he/she shall indicate on his/her entry form and also on his/her thesis any work which has been so incorporated.

9.7 A candidate may submit the results of work done in conjunction with his/her supervisor, and/or with fellow research workers provided that the candidate states clearly his/her own personal contributions to the investigation and that the statement is certified by the co-researchers.

9.8 Work already published including that published in joint names may be included only if it forms an integral part of the thesis and thereby makes

a relevant contribution to the main theme of the thesis. A series of publications alone is not acceptable as a thesis.

9.9 Work undertaken during registration for the EdD degree as part of other elements of the degree may be included in the thesis provided the student indicates on the entry form and also on the thesis any work which has been so incorporated.

9.10 Publications in joint names must be certified in accordance with paragraph 9.7 above.

9.11 A thesis must be presented for examination in a final form in accordance with the instructions issued by the Academic Registrar of the Institute (see also regulation 10.7).

9.12 The title of the candidate's thesis must be approved by the candidate's supervisor.

9.13 After the examination has been completed and before the degree is awarded, successful candidates are required to submit to the Academic Registrar, for lodging in the Institute library, the required number of copies of the thesis in the format specified in the instructions issued by the Academic Registrar, if the copies of the theses submitted for examination did not conform with this specification. (see also 14.1).

## 10. Entry to Examination for the Thesis

10.1 A candidate shall be examined in accordance with the regulations in force at the time of his/her entry or re-entry. Application must be made in the form prescribed in the *Guidelines for the Conduct of Oral Examinations* issued by the Institute.

10.2 The decision to submit a thesis in any particular form rests with the candidate alone.

10.3 A student may submit a thesis for examination only after the minimum registration period has passed

10.4 The student's supervisor shall report that he/she has completed the course in accordance with the regulations before a candidate is admitted to the examination for the degree,

10.5 The student must submit the entry form at least **four months** before the submission of the thesis. and this will initiate the procedure for the appointment of examiners.

10.6 To assist in the appointment of suitable examiners, the student is required to submit with his/her entry form a short description of the content of the thesis in about 300 words to assist in the appointment of

suitable examiners.

10.7 If the candidate has not submitted his/her thesis for examination within 12 months from the submission of the entry form for the examination, the entry will be cancelled unless for special reasons the candidate's supervisor and Faculty Postgraduate Research Committee requests otherwise.

10.8 Prior to the oral examination, the candidate will be required to submit an electronic copy and two paper copies of his/her thesis printed and bound in accordance with instructions obtainable from the Academic Registrar. A candidate may be required to provide a third copy of his/her thesis if a third examiner is appointed at any stage in the examination process.

10.9 A candidate is required to bring to the oral examination a printed copy of his/her thesis paginated in the same way as the copies submitted to the examiners, and a copy of the statement to which reference is made in regulation 9.13 above.

10.10 A student must normally submit his or her thesis for examination within one year of completion of his or her course of study at the Institute. A student wishing to submit the thesis at a later date may do so only with the approval of the Faculty Postgraduate Research Committee and the Academic Registrar.

## 11. Availability of EdD thesis

11.1. It is a requirement for the award of the EdD degree that one hard bound copy of a successful thesis is placed in the Institute's Newsam library and one electronic copy to be made available for public reference.

11.2. At the time of entry to the examination candidates for the EdD degree will be required to sign a declaration confirming that the work presented is their own as specified in regulation 9.3, is fit for examination and that a copy may be made available for public reference.

11.3 A candidate may apply to the Board of Examiners for Doctoral Awards for restriction of access to his or her thesis and/or the abstract for a period of up to two years on the grounds, for example, of commercial exploitation or patenting or in very exceptional circumstances. In all other circumstances, a thesis will be placed in the public domain following the award of the degree.

## 12. Appointment of Examiners and Conduct of Examination

12.1 All matters relating to the examination must be treated as confidential. Examiners are not permitted to divulge the content of previously unpublished material contained in a candidate's thesis until such time as any restrictions on access to the thesis, which have been granted by the Institute, are removed.

12.2 The outcome of the examination is determined by two or more examiners acting jointly.

12.3 The Board of Examiners for Doctoral Awards shall appoint the examiners, having paid particular attention to their independence, expertise and relevant experience. Two, or exceptionally three, examiners will be appointed for each candidate. The examiners are required to be expert in the field of the thesis and to be able to make an independent assessment of the student and the thesis. There shall be an internal examiner appointed from the Institute and an external examiner appointed from outside the Institute. With the permission of the Board of Examiners for Doctoral Awards both examiners may be appointed from outside the Institute. Only one examiner may be appointed from within the Institute.

12.4 If the candidate is a member of staff of the Institute, both examiners shall be external to the Institute.

12.5 The candidate's supervisors or those involved in the supervision or development of the student's thesis may not act as examiners.

12.6 The Board of Examiners for Doctoral Awards shall also appoint, at the request of the examiners, an additional examiner who is external to the Institute. The original examiners shall so request before they report formally that they are unable to reach agreement and may do so at any time, if they consider it desirable. Whenever possible the additional examiner shall be of professorial status and shall have considerable experience of examining for a doctoral degree.

12.7 The Board of Examiners for Doctoral Awards shall appoint an examiner from overseas only in exceptional circumstances when it is considered that such an appointment is necessary. If an examiner from overseas is appointed, the Board of Examiners for Doctoral Awards must be satisfied that the examiner appointed is familiar with the British higher education system.

12.8 Assessment shall be by submission of a thesis (as defined above) and an oral examination, which will be conducted in English.

12.9 Candidates must attend for examination at a place and time determined by the Institute (see also regulation 10.12).

12.10 The oral examination will be held in London. The Academic Registrar may, however, agree to different arrangements if there are exceptional circumstances which make this expedient.

12.11 Unless the candidate indicates otherwise on the entry form, the supervisor (or where the candidate is jointly supervised, both supervisors) shall be invited to attend the oral examination as an observer. The supervisor does not have the right to take part in the examination but may contribute if invited to do so by the examiners with the agreement of the candidate. Otherwise the oral examination will be held in private.

12.12 An independent chair shall be appointed for all oral examinations. The chair shall play no role in the academic content of the examination of the thesis or the candidate. The role of the independent chair is to be present at the oral examination as a neutral observer and a guarantor of fair play, and generally to ensure that the examination is conducted appropriately. Where appropriate, the chair shall offer advice to the examiners on the regulations.

12.13 The chair shall be appointed in accordance with the *Guidelines for the Conduct of Oral Examinations.*

12.14 The examiners shall prepare independent preliminary written reports on the thesis to assist in conducting the oral examination (or the preparation of the joint report in those cases where no oral examination is held). These preliminary reports shall be submitted to the Institute before the oral examination so that they may be distributed to the other examiner and to the independent chair before the oral examination.

12.15 The examiners have the right to reject a thesis which does not conform to the requirements for the submission of theses without conducting an examination. This does not preclude the candidate from submitting the thesis for examination again later.

12.16 After any oral examination, the examiners shall prepare a joint final report for submission to the Institute. The report shall indicate whether the thesis meets the requirements specified in these regulations and include a statement of the examiners' reasons for their judgment of the candidate's performance against the prescribed criteria.

12.17 The examiners may, at their discretion, consult the independent chair before completing their report.

12.18 Copies of the reports shall be sent to the Academic Registrar who shall forward a copy of the final report to the candidate, together with the preliminary reports. All reports will be available to the members of an appeals committee in the case of an appeal against the result of the examination. (see also 13.4)

12.19 Examiners have the right to make comments in confidence to the Director of the Institute in a separate report. Such comments should not normally be concerned with the performance of the candidate.

## 13. Outcome of Examination

13.1. The award of the degree shall be dependent on a satisfactory defence of the thesis in the oral examination as well as successful completion of all the other elements of the course as detailed in paragraph 8.1 above. The oral examination shall be designed to test the thesis against the criteria stated in paragraph 9 above.

13.2 The options open to examiners in determining the result of the examination are set out below.

**Pass**

13.2.1 If the thesis fulfils the criteria set out in these regulations and the candidate satisfies the examiners in the oral examination, the examiners shall report to the Board of Examiners for Doctoral Awards that the candidate has satisfied them in the examination for the EdD degree.

**Pass subject to corrections within one month**

13.2.2 If thesis otherwise fulfils the criteria but it and/or the 2,000 word statement requires corrections (ie typographical errors, occasional stylistic or grammatical flaws, corrections to references/bibliography etc), and if the candidate satisfies the examiners in the oral examination, the examiners may require the candidate to make such corrections within one month of having been notified of the required corrections. The examiners shall be required to advise the student of the corrections in writing following the oral examination. The corrected thesis shall be submitted to one of the examiners nominated by them, or, if they so decide the supervisor, for confirmation that the corrections are satisfactory.

**Pass subject to minor amendments within six months**

13.2.3 If the thesis otherwise fulfils the criteria but it and/or the 2,000 statement require(s) minor amendments (ie stated minor deficiencies, requiring some textual revision) and if the candidate satisfies the examiners in the oral examination, the examiners may require the candidate to make such amendments specified by them within six months of having received them. The examiners shall be required to advise the student of the minor amendments in writing following the oral examination. The amended thesis shall be submitted to the examiners or one of their number nominated by them for confirmation that the

amendments are satisfactory. If the candidate fails to make the minor amendments in the specified time-frame or the examiner is unable to confirm that the amendments are satisfactory, the procedure outlined in 13.2.4 shall be followed.

**Referral – re-present within 12 months**

13.2.4 If the thesis, though inadequate, shall seem of sufficient merit to justify such action, the examiners may determine that the candidate be permitted to re-present his/her thesis in a revised form within 12 months. Examiners shall not, however, make such a decision without submitting the candidate to an oral examination. Following the oral examination the examiners shall be required to advise the student in writing of the additional work required before the thesis is re-presented. The examiners may at their discretion exempt from a further oral examination, on re-presentation of his/her thesis a candidate who under this regulation has been permitted to re-present it in a revised form.

13.2.5 If the thesis satisfies the criteria for the degree, but the candidate fails to satisfy the examiners at the oral examination, the examiners may determine that the candidate be permitted to re-present the same thesis, and submit to a further oral examination within a period specified by them and not exceeding 12 months.

**Fail – may not re-present**

13.3 The examiners may determine that the candidate has not satisfied them in the examination. The examiners shall not, however, save in very exceptional circumstances, make such a decision without submitting the candidate to an oral examination.

13.4 If the examiners are unable to reach agreement, their reports shall be referred to the Board of Examiners for Doctoral Awards which shall determine the action to be taken.

13.5 A candidate who fails to satisfy the examiners will not be permitted to re-enter for the examination. However, exceptionally, a candidate may apply to the Institute of Education to register for another course of study leading to the submission of a thesis on a different topic.

## 14. Notification of Results of EdD Examinations

14.1 After the report of the examiners has been considered by the Board of Examiners for Doctoral Awards, the candidate shall be notified by the Academic Registrar of the result of his/her examination. The degree

shall not be awarded until copies of the thesis have been lodged with the Institute in accordance with regulation 9.13).

14.2 A diploma under the seal of the Institute of Education, University of London shall be subsequently delivered to each candidate who has been awarded a degree.

14.3 The diploma for the degree will bear the names of the candidate in the form in which they appear in the records of the Institute at the date of issue.

14.4 No person will be awarded any qualification who has not settled any tuition account outstanding with the Institute or made acceptable arrangements to settle any such account, and neither will any information on such a person's examination performance be communicated to that person or to any third party except as required by law.

14.5 The Academic Registrar may withhold the result of any examination for a student who is under investigation under the disciplinary procedures of the Institute, unless required to disclose information by law.

14.6 The Institute has an approved *Procedure for Consideration of Representations by Research Degree Candidates concerning the Result of the Examination of the Thesis* that is available from the Academic Registrar. An application under this *Procedure* must be made within two months of notification of the result of the examination to the candidate

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# Appendix to Doctor in Education Regulations

## REGULATIONS FOR THE AWARD OF THE MASTER OF EDUCATION (MEd) IN PRACTITIONER RESEARCH

Students who register initially for the Doctor in Education (EdD) degree shall be awarded the degree of Master of Education in Practitioner Research in accordance with the provisions below.

### 1. Conditions for award

1.1 Students who have successfully completed the taught elements of the EdD degree by achieving a pass grade in each of the required courses and the report for the institution focused study (IFS) are eligible to be considered for the award of the MEd in Practitioner Research provided they have been registered for not less than two calendar years of part-time study at the Institute.

1.2 Students who achieve a pass grade in each of the required courses and the report for the institution focused study and who subsequently attempt but fail the EdD thesis, may be eligible for the award of the MEd in Practitioner Research provided they have not applied for any other award on the basis of their results in the taught elements and the institution-focussed study report.

1.3 The Regulations and examination provisions which govern the EdD degree for which the student registers shall apply to those elements of the degree which count towards the award of the MEd.

1.4 A student who opts for the award of the MEd may not subsequently receive credit for the passes in the assessed elements of the EdD programme which led to the award of the degree towards the award of the EdD degree or any other award offered at the Institute of Education.

### 2. Examination

2.1 A candidate will be examined in accordance with instructions governing formal assessment in force at the time he or she is considered for the award of the MEd.

2.2 In order to qualify for admission to the degree of Master of Education, a candidate must satisfy the examiners:

2.1.1 that he/she has attained a satisfactory standard in the taught elements of the degree;

2.1.2 that the candidate has attained a satisfactory standard in the report on the institution-focused study and has shown how the studies have supported the candidate's professional development and extended his/her understanding of his/her professional role.

## 3. Notification of result

3.1 After the EdD Board of Examiners have reached a decision, every candidate will be notified by the Academic Registrar of the Institute of Education of the result of his/her examination.

3.2 A diploma under the seal of the Institute of Education University of London shall be subsequently delivered to each candidate who has been awarded the degree. The date of the award of the diploma shall be the first of the following dates to fall after the last element of formal assessment has been completed: 1 December, 1 April or 1 July.

3.3 The diploma for the degree will bear the names of the candidate in the form in which they appear in the records of the Institute of Education at the date of issue.

**REGULATIONS FOR**
**POSTGRADUATE DIPLOMA IN PRACTITIONER RESEARCH**

Students who register initially for the degree of EdD shall be awarded the Postgraduate Diploma in Practitioner Research in accordance with the provisions below.

## 1. Conditions of Award

1.1 Students who successfully complete the taught element of the EdD degree by achieving a pass grade in each of the required courses through studies at the Institute are eligible to be considered for the award of the Postgraduate Diploma in Practitioner Research, provided they have not applied for any other award on the basis of results in the taught courses.

1.2 Pass grades on the basis of which the Postgraduate Diploma in Practitioner Research is awarded must have been achieved through assessments relating to the taught elements of the EdD degree programme only.

1.3 The regulations and examination provisions which govern the EdD degree for which the student registers shall apply to those courses which count towards the award of the Postgraduate Diploma in Practitioner Research.

1.4 A student who opts for the award of the Postgraduate Diploma in Practitioner Research may not subsequently receive credit for the passes in courses which led to the award of the Postgraduate Diploma in Practitioner Research towards the award of the EdD degree or any other award offered at the Institute of Education.

## 2. Examination

2.1 A candidate will be examined in accordance with the instructions governing formal assessment in force at the time he or she is considered for the award of the Postgraduate Diploma.

2.2 In order to qualify for the award of the Postgraduate Diploma in Practitioner Research a candidate must satisfy the examiners that he/she has attained a satisfactory standard in each of the courses which comprise the taught element of the degree;

## 3. Notification of result

3.1 After the EdD Board of Examiners have reached a decision, every candidate will be notified by the Academic Registrar of the Institute of Education of the result of his/her examination.

3.2 A diploma under the seal of the Institute of Education University of London shall be subsequently delivered to each candidate who has been awarded a Postgraduate Diploma. The date of the award of the diploma shall be the first of the following dates to fall after the last element of formal assessment has been completed: 1 December, 1 April or 1 July.

3.3 The diploma will bear the names of the candidate in the form in which they appear in the records of the Institute of Education at the date of issue.

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