



**Summary of Changes to  
Research Degree Policies**  
*Effective from September 2019*

*This document summarises changes made from the University's  
rules and regulations which were in force in 2018/19*

**STUDENT REGULATIONS  
AND POLICIES**

[uclan.ac.uk/studentcontract](http://uclan.ac.uk/studentcontract)

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## **Summary of changes to Research Degree Policies**

This document sets out a summary of the changes that have been made to the Research Degree Academic Regulations and Research Student facing policies since the start of the last academic year in September 2018. These changes will take effect in the next academic year i.e. 2019/2020 and will apply to students starting in 2019/20 or later.

It is very important that students familiarise themselves with these changes to the Academic Regulations and Student facing policies.

The full versions of the student policies can be viewed on the University's website at:

[https://www.uclan.ac.uk/study\\_here/student-contract-taught-programmes.php](https://www.uclan.ac.uk/study_here/student-contract-taught-programmes.php)

## **Academic Regulations for Research Degrees**

A number of changes were made to the regulations:

- Addition of a new award – MD by Published Work
- two minor amendments to the Academic Regulations for Postgraduate Research Degrees A4.1.2 and A4.2 to correct an error and clarify that it is the Research Degrees Board which has the authority to approve Extensions to Research Degree programmes, not the Research Degree Tutor.

## **Code of Practice relating to the Supervision Examination and Administration of Research Students**

- Section 2.2 Entry Qualifications amended to read: For research degree programmes applicants must have a level of English language proficiency equivalent to IELTS 6.5 (with no less than 6.0 sub score), although some disciplines specify a higher entry requirement (IELTS 7.0 with no less than 6.5 in each sub score).
- Updates to include reference to newly approved award of MD by Published Works
- Updates regarding the recently adopted non standard year and three point entry calendar

## **Ethical Principles for Research**

- Section 7.1 minor change to wording 'an aspect of chemical work' rather than 'a particular piece of chemical work'
- Addition of new section 12 – guiding principles for self-experimentation
- Addition of new section 13 – guiding principles for internet mediated research

## **Ethics Pack for Research Students**

- Flow diagram illustrating the process of ethical review, clearance and approval updated to reflect internal practice and instances where external ethical approval is needed
- Additional text in the introduction signposting the training offer available for research degree students
- Document restructured with sections and headings
- Minor changes to text to reflect that additional questions have been added to the Ethics Checklist
- External Approval section updated to reflect updated external requirements and their interface with UCLan ethics approval
- Addition of new section 3 – Research Integrity
- Removal of the following, which are now signposted to within the document (linked to the Research Services Webpage):
  - Ethics checklist
  - Ethics application form

- Guidance notes for completion of the ethics application form.

#### **Guidance notes for Phd (by Published Works)**

- Updates to include reference to newly approved award of MD by Published Works

#### **Research Student Assessment Policies and Procedures Handbook**

- Updates regarding the recently adopted non standard year and three point entry calendar

#### **Wireless Network Fair Usage and Security Policy**

- Changed “Computer” to “Wireless devices”
- Changed “Deputy Director” to Director

#### **IT Security Policy**

- Section 5 - Added reference to Wireless Network Fair Usage and Security policy, added reference to Network Lite Fair Usage and Security policy, added reference to Storing and Sharing Information, Added reference to UCLan Information Categories.
- Changed “Data protection act 1998” to “Current Data Protection Legislation”.
- Section 6.5 – Added section about restrictions on local admin rights.
- Section 6.7 – Replaced links to Sharepoint with links to the website for students.

#### **Intellectual Property Regulations**

- No substantive changes – update to contact details.

#### **Rules for the Use of IT Facilities**

- Changed all reference to “Data Protection Act 1998” to “Current Data Protection Legislation”.
- Changed all references to “Data Protection Code of Practice” to “Data Protection Policy”.
- Section 7 Added bullet point relating to password complexity

#### **Student Complaints Procedure**

- reference to the new VC;
- update web links;
- insert paragraph numbering;
- reference to ‘you’ rather than ‘the student’ throughout;
- a minor change to para 12.6 to clarify that the Complaint Review Panel will consider all the evidence from stage 2 and will not seek general comment from the stage 2 investigating officer, as recommended by the OIA.

#### **University Student Handbook**

- Inclusion of link for respect link
- Updated information on the LIS services
- Updated wording from Careers
- Updated and clearer guidance from Student Support
- Updated information relating to students with disabilities plus updated web link