



UCL Academic Manual 2017-18
Chapter 8: Derogations and Variations
UCL Institute of Education (IOE)

UCL IOE Doctor in Educational Psychology (DEdPsy) Regulations 2017-18

Contact: **Lizzie Vinton**, Assessment Regulations and Governance Manager, Academic Services, Student and Registry Services

These regulations apply to new IOE DEdPsy students enrolling from September 2015 onwards.

IOE DEdPsy students are also subject to the *IOE Code of Practice for Research Degrees* and to the *UCL Research Governance and Ethics Policies and Procedures*.

Regulations for the Degree of Doctor in Educational Psychology (Professional Educational, Child and Adolescent Psychology) DEdPsy (PECAP)

1. Introduction

1.1 These regulations govern the conduct and award of the degree of Doctor in Educational

Educational Psychology.

1.2 The regulations are made subject to the *UCL Academic Manual*, and all other relevant

3.7 Every candidate must make application to UCL in accordance with the *UCL Academic Manual, Chapter 1, Section 3: Professional Doctorate Admissions* and any other procedures prescribed by UCL.

4. Registration

4.1 Students registered for a course of study at UCL shall not normally be permitted to register concurrently for another course at UCL 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 Registrar and the *UCL Academic Manual, Chapter 1, Section 6: Professional Doctorate Registration*.

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

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

5.8re.

7.11 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 re-examination shall be specified by the Programme Leader.

7.11 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.

7.12 A student wishing to request a reconsideration of a decision published by the

8.4.1 a Postgraduate Diploma in Educational Psychology (see 8.6 and 8.7). This qualification does not permit entry to the Profession of Educational Psychology.

8.4.2 or the Master of Science (MSc) in Theoretical Educational Psychology (see 8.8). This qualification does not permit entry to the Profession of Educational Psychology.

8.5 The award of the Postgraduate Diploma in Educational Psychology shall be made to candidates who have satisfactorily completed the course of study and formal assessments associated with the academic taught components of the degree programme and specified

- 9.1.5 demonstrate the ability to apply psychological principles to professional practice;
- 9.1.6 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;
- 9.1.7 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;
- 9.1.8 be written in English and be satisfactory in its literary and/or technical presentation and structure with a full bibliography and references;
- 9.1.9 take due account of previously published work on the subject;
- 9.1.10 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;
- 9.1.11 be not fewer than 30,000 words and normally no more than 35,000 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;
- 9.1.12 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 must include in each copy of his/her thesis a signed declaration that the work presented in the thesis is his/her own work.
- 9.3 A candidate is required to include a declaration of accurate word length in his/her thesis.
- 9.4 The greater proportion of the work submitted in a thesis must have been carried out after the registration of the student for the DEdPsy(PECAP) degree.
- 9.5 A candidate will not be permitted to submit as his/her thesis 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 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.
- 9.6 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 contribution to the investigation and that the statement is certified by the co-researcher(s) or supervisor.
- 9.7 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.

9.8 Work undertaken during registration for the DEdPsy(PECAP) degree as part of other elements of the degree may be included in the thesis provided the candidate indicates on the entry form and also on the thesis any work which has been so incorporated.

9.9 Publications in joint names must be certified in accordance with paragraph 9.6 above.

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

9.11 After the examination has been completed and before the degree is awarded, successful candidates are required to submit to the appropriate office, for lodging in the IOE library, the required number of copies of the thesis in the format specified in the instructions issued by the Programme Leader, 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 *IOE Guidelines for the Conduct of Oral Examinations*.

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 as specified in 5.5 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 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 Programme Leader. 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 student must normally submit his or her thesis for examination within one year of completion of his or her course of study. A student wishing to submit the thesis at a later date may do so only with the approval of the Faculty Tutor.

10.10 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 9.6 above.

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 IOE (see also regulation 10.10).

detailed in paragraph 5.1 above. The oral examination shall be designed to test the thesis against the criteria stated in paragraph 9 above. The possible outcomes of the oral examination are:

Pass

13.1.1 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 Research Degrees Examination Board that the candidate has satisfied them in the examination for the DEdPsy(PECAP) degree

Pass subject to corrections within one month

13.1.2 If the thesis otherwise fulfils the criteria but require(s) corrections (i.e. 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

Fail – may not re-present

13.1.6 The Examiners may determine that the candidate has not satisfied them in the examination and that the candidate may not be permitted to resubmit the thesis in a revised form. The Examiners shall not, however, save in very exceptional circumstances; make such a decision without submitting the candidate to an oral examination.

Master of Science (MSc) in Theoretical Educational Psychology

Appendix to Doctor in Educational Psychology (Professional Educational, Child and Adolescent Psychology) Regulations:

REGULATIONS FOR THE AWARD OF THE MASTER OF SCIENCE (MSc) IN THEORETICAL EDUCATIONAL PSYCHOLOGY

Students who register initially for the Doctor in Educational Psychology (Professional Educational, Child and Adolescent Psychology) degree may be awarded the degree of Master of Science in Theoretical Educational Psychology in accordance with the provisions below.

1. Conditions for award

1.1 Students may be eligible to be considered for the award of the MSc in Theoretical Educational Psychology if they have successfully completed the taught elements of the Doctor in Educational Psychology degree as specified in 8.8 of the DEdPsy(PECAP) regulations by achieving a pass grade in each of the required academic courses, provided:

1.1.1 they have been registered for not less than one calendar year of full-time study at UCL; and

1.1.2 they have not applied for any other award on the basis of their results in the taught elements and the Year 1 and Year 2 Research Reports.

1.2 The Regulations and examination provisions which govern the DEdPsy(PECAP) degree for which the student registers shall apply to those elements of the degree which count towards the award of the MSc.

1.3 A student who opts for the award of the MSc may not subsequently receive credit towards the award of the Doctor in Educational Psychology degree or any other award offered at UCL for the passes in the assessed elements of the DEdPsy(PECAP) programme which were used for the award of the MSc degree.

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 MSc.

2.2 In order to qualify for admission to the degree of Master of Science, a candidate must satisfy the DEdPsy(PECAP) Board of Examiners:

2.2.1 that he/she has attained a satisfactory standard in the taught academic elements of the degree as published by the Programme Leader; and

2.2.2 that the candidate has attained a satisfactory standard in the Year 1 and Year 2 Research reports.

3. Notification of result

3.1 After the DEdPsy(PECAP) Board of Examiners have reached a decision, every candidate shall be notified by Student and Registry Services of the result of his/her examination.

3.2 A diploma under the seal of UCL shall be subsequently delivered to each candidate who has been awarded the degree. The date of the award of the diploma will be no longer than one month after the Board of Examiners has recommended that a student be passed.

1.1 Postgraduate Diploma in Educational Psychology

REGULATIONS FOR POSTGRADUATE DIPLOMA IN EDUCATIONAL PSYCHOLOGY

Students who register initially for the degree of Doctor in Educational Psychology (Professional Educational, Child and Adolescent Psychology) may be awarded the Postgraduate Diploma in Educational Psychology in accordance with the provisions below.

1. Conditions of Award

1.1 Students who successfully complete the taught element of the DEdPsy(PECAP) degree by achieving a pass grade in each of the required academic courses through studies at UCL as specified in 8.6 of the DEdPsy(PECAP) regulations are eligible to be considered for the award of the Postgraduate Diploma in Educational Psychology, 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 Educational Psychology is awarded must have been achieved through assessments relating to the taught academic elements of the DEdPsy(PECAP) degree programme and specified academic elements of the professional development portfolio as published by the Programme Leader.

1.3 The regulations and examination provisions which govern the DEdPsy(PECAP) degree for which the student registers shall apply to those courses which count towards the award of the Postgraduate Diploma in Educational Psychology.

1.4 A student who opts for the award of the Postgraduate Diploma in Educational Psychology may not subsequently receive credit for the passes in courses which led to the award of the Postgraduate Diploma in Educational Psychology towards the award of the DEdPsy(PECAP) degree or any other award offered at UCL.

2. Examination

2.1 A candidate shall 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 Educational Psychology a candidate must satisfy the DEdPsy(PECAP) Board of Examiners that he/she has attained a satisfactory standard in courses which comprise the academic taught components of the degree programme and specified academic elements of the professional development portfolio as published by the Programme Leader.

3. Notification of result

3.1 After the DEdPsy(PECAP) Board of Examiners have reached a decision, every candidate shall be notified Student and Registry Services of the result of his/her examination.

3.2 A diploma under the seal of University College London shall be subsequently delivered to each candidate who has been awarded a Postgraduate Diploma. The date of the award of the

diploma will be no longer than one month after the Board of Examiners has recommended that a student be passed.

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