



Hull York Medical School
Regulations for MPhil and PhD by Thesis

Approval Process:	
Committee	Outcome/Date of approval
Postgraduate Research Programmes Board	19 October 2023 via Chair's Action
Board of Studies	20 October 2023 via Chair's Action
Joint Senate Committee	23 October 2023 via Chair's Action
To be implemented from:	23 October 2023
Responsibility to update:	Chair of the Postgraduate Research Programmes Board

To obtain this document in an alternative format, please contact governance@hyms.ac.uk

Definitions

Academic misconduct: the definition for academic misconduct is outlined in detail in the [Code of Practice on Academic Misconduct](#) and the [Code of Practice on Student Research Misconduct](#).

Academic progress: a student will be required to meet key academic requirements in order to make formal progress through an academic programme. Regulation 6 provides more information on evidencing progression. Detailed information on the progression monitoring mechanism can be found in the [Code of Practice on Research Degrees](#).

Admission: The process of applying for, and gaining entry to, a course (programme of study). Higher education providers have their own processes in place governing decisions about selection and entry

Continuation period: A student that has not completed their research degree within the “research period” may be able to apply for a continuation period in order to conclude the writing up of the thesis. See Section 2 for more detailed information.

Credits: A means of quantifying and recognising learning, used by most institutions that provide higher education programmes of study, expressed as numbers of credits representing notional hours of learning at a specific level

Leave of Absence: is defined as taking a break from studies. It effectively ‘stops the clock’ of the student’s registration. Leave of absence is also known as ‘intercalation’ at the University of Hull and ‘suspension of enrolment/registration’ at the University of York. For the avoidance of doubt, the term ‘leave of absence’ should be used in Hull York Medical School. Please refer to the [Hull York Medical School Policy on Leave of Absence](#).

Development Points: A means of quantifying and recognising participation in training and development activities. One point is equivalent to half day of training.

Postgraduate Researcher Development Scheme: a programme which Hull York Medical School research students are required to complete during their research degree in order to submit their thesis. Please see Regulation 7 for more information.

Postgraduate Training Scheme: a level 7 credit-bearing taught programme which Hull York Medical School research students are required to complete during their research degree in order to submit their thesis. Please see Regulation 7 for more information.

Principal Supervisor: an academic with appropriate skills and subject knowledge, responsible for providing support and encouragement to the student and for monitoring the student’s progress. Detailed information on the supervisory relationship and the responsibilities of the research student and supervisor can be found in the [Code of Practice on Research Degrees](#).

Research period: the period of time a student is registered on their programme and is expected to engage in study, training, supervision and thesis completion. See Regulation 2 for more detailed information.

Student(s): All students applying for or studying an MPhil or PhD by thesis.

Abbreviations

HJSC	Hull York Medical School Joint Senate Committee
QAA	Quality Assurance Agency
ISM	Independent Study Module
TAP	Thesis Advisory Panel

Contents

1	Admission to the programme	5
2	Duration of prescribed period of study.....	5
3	Reduction in period of study.....	6
4	Students who are members of staff of the University	6
5	Supervision.....	7
6	Evidence of satisfactory academic progress	7
7	Postgraduate Researcher Development Scheme.....	8
8	Permitted Duration for the completion of the development points and thesis.....	8
9	Leave of Absence requested by student	9
10	Suspension of Study on Grounds of Risk.....	9
11	Annual leave	9
12	Repeating a period.....	9
13	Method of Examination	10
14	Standards and Criteria for PhDs and MPhils by thesis	11
15	Submission of the thesis	11
16	Thesis extensions	11
17	Non-Submission of the thesis.....	12
18	Continuation Fees.....	12
19	Appointment of Examiners	13
20	Examiners' Recommendations.....	14
21	Resubmission of the thesis	15
22	Academic Misconduct	15
23	Professional Misconduct and Professional Unsuitability	16
24	Notifications of Results and Award Letters	16
25	Rescind, Revoke and Deprivation of Academic Qualifications.....	16
	Addendum regarding the provision for interdisciplinary research degree programmes and Doctoral Training Programmes (DTP)	17
	Addendum regarding the York-CITY Collaborative Off-Site PhD Programme	18

The following regulations apply to all higher degrees classified as PhD or MPhil by thesis jointly awarded by the University of Hull and the University of York. Students studying for a joint qualification must satisfy both Hull York Medical School Regulations and the prescriptions as embodied in the programmes of study as laid out in the Code of Practice on Research Degrees. The Hull York Medical School Joint Senate Committee (HJSC) shall be the final arbiter of matters regarding the application and/or interpretation of these Regulations.

ADMISSION AND REGISTRATION

1 Admission to the programme

1.1 To be admitted to the degree of PhD (known also as a Doctor of Philosophy) or MPhil (known also as a Master of Philosophy) a student shall:

1.1.1 have completed a Bachelor's degree with First or Upper Second Class Honours **or** a Master's Degree, or equivalent award, of any University approved by either the University of Hull or the University of York **AND**

1.1.2 have satisfied any such additional entry requirements as may be approved by the Hull York Medical School Joint Senate Committee.

- Students who are nearing completion of their Bachelor's or Master's degree, or the equivalent, at another university, but have not yet been awarded the degree may be conditionally accepted on to the PhD or MPhil programme. Confirmation of award will normally be expected within three months of enrolment.
- Admissions to the programme is governed by the Hull York Medical School Code of Practice on Postgraduate Admissions.

2 Duration of prescribed period of study

2.1 The typical prescribed period of study, training, supervision and thesis completion/writing-up for a PhD and MPhil is set out in Table 1:

	PhD (standard)	PhD (named four-year version)	MPhil
Full Time Research Period	36 months	48 months	24 months
Full Time Continuation Period (writing-up)	12 months	Not Available	12 months
Total	48 months	48 months	36 months
Part Time Research Period	72 months	96 months	48 months
Part Time Continuation Period (writing-up)	24 months	Not Available	24 months
Total	96 months	96 months	72 months

Table 1 – Typical prescribed periods of study

- 2.2 These periods of study can be set at a greater length, on application to the Hull York Medical School Board of Studies, in exceptional circumstances (such as in response to the requirements of the Research Councils). This will require the payment of tuition fees at the rate set for that year.
- 2.3 Any period of suspension of study granted in accordance with Section 9 and 10 shall be disregarded in determining the prescribed period of study under Section 2.1.
- 2.4 If a student engages in teaching related activities at any University for more than 300 hours per calendar year, then they must register for a part time degree.

3 Reduction in period of study

- 3.1 A student may be permitted to count towards the period of study and research required by Section 2 up to one year spent in full-time research at another institution, after approval by the Hull York Medical School Board of Studies.
- 3.2 A PhD student on a standard full-time PhD programme may apply to submit a completed thesis for examination at any time after the first 2 years 9 months of study. A student studying for a PhD (named four-year version) may apply to submit a completed thesis for examination at any time after the first 3 years and 9 months of study. An MPhil student may submit a completed thesis for examination after the first 1 year and 9 months of study. Part time students may apply to submit a completed thesis any time after an equivalent period of study.
- 3.3 Applications under Section 3.1 or 3.2 shall be subject to the approval of the Hull York Medical School Board of Studies, on the recommendation of the student's supervisor, and the Hull York Medical School Postgraduate Board of Examiners.

4 Students who are members of staff of the University

This section applies specifically to students who are Hull York Medical School members of staff of the University of Hull or University of York, whether teaching, research or other category unless otherwise stated.

- 4.1 Members of staff must be registered as part-time students. An exception may be permitted for staff employed specifically to undertake research.
- 4.2 A student may be permitted to spend up to one year of the period of study at another institution approved by the Hull York Medical School Board of Studies for this purpose.
- 4.3 Members of research staff who are engaged in more than 300 hours teaching related activities per calendar year at a University must register for a part time degree.
- 4.4 A student who has registered under these regulations and who has subsequently ceased to be a member of staff of the University of Hull or the University of York may submit a thesis for the degree or, in the case of a thesis referred under Section 20.1.4, a revised version of the thesis.

- See further Section 19.3 regarding the appointment of examiners for students who are staff

SUPERVISION AND PROGRESS MONITORING

5 Supervision

- 5.1 Supervision in Hull York Medical School is conducted by a supervisory team in accordance with the [Hull York Medical School Code of Practice on Research Degrees](#).
- 5.2 A principal supervisor shall be appointed for each student.
- 5.3 Supervision of the student's thesis shall be conducted in accordance with the [Hull York Medical School Code of Practice on Research Degrees](#).
- 5.4 Full and part time students registered should have **documented meetings** with the supervisors at least monthly in the research period and **documented contact** once every two months in the continuation (writing up stage) stage until the date of final submission.
- 5.5 Furthermore, all students have the right to access advice and support from the Hull University Union (HUU), The York University Student Union (YUSU) and/or the York Graduate Students Association (York GSA). Within these offices, students can expect support on a range of personal pastoral and academic issues. Further support is available for international students from the York International Students Association or the Hull International Students Association.
- 5.6 In the case of students registered part-time:
- 5.6.1 The student shall be prepared, if required, to attend the University for up to 28 days per calendar year.
- 5.6.2 Where applicable the supervisors shall have access to the laboratory, or work place, in which the student's research is being pursued in order to examine the student's experimental work and facilities.

6 Evidence of satisfactory academic progress

- 6.1 A system for monitoring the progress of a student, in terms of a Thesis Advisory Panel (TAP) shall be in place in accordance with criteria prescribed by Hull York Medical School Board of Studies.
- 6.2 Students registered full time will be expected to have met defined progression requirements by the first, and second anniversary of registration, notwithstanding prior authorised leave of absence. Students undertaking a four-year PhD will have an additional progression point on their third anniversary. Failure to meet progression criteria will mean that students will not be permitted to continue and will normally result in termination of studies.

- 6.3 Students registered part-time will be expected to have met progression requirements by second, fourth and sixth anniversary of registration notwithstanding prior authorised leave of absence. Failure to do so will mean that students will not be permitted to continue and will normally result in termination of studies.
- 6.4 Where Hull York Medical School is satisfied that the student is not making satisfactory progress towards achieving their degree, but may be able to achieve a lower award, a recommendation may be made to the Hull York Medical School Board of Studies that the student be transferred to the appropriate Masters degree, with an agreed deadline for submission and in accordance with any visa requirements.

RESEARCH TRAINING

7 Postgraduate Researcher Development Scheme

7.1 Subject to the Postgraduate Researcher Development (PRD) Scheme Handbook, all students register for and achieve a defined minimum number of points from development activities designated as part of the Postgraduate Researcher Development, administered by the Hull York Medical School Postgraduate Programmes Board, and detailed in the Hull York Medical School PRD Handbook.

7.1.1 Students undertaking a PhD will need to achieve 60 development points

7.1.2 Students undertaking an MPhil will need to achieve 40 development points

7.2 As part of the research training, students must demonstrate that they have successfully completed appropriate training in Research Integrity, in accordance with the [Hull York Medical School Code of Practice on Research Degrees](#), and that they have delivered at least one oral presentation related to their research project at an external or internal scientific event.

7.3 The PRD Scheme is not a credit-bearing scheme and does not lead to degree awards. Students who wish to be eligible for the Postgraduate Certificate/Diploma in Research Training should undertake credit-bearing modules under the Postgraduate Training Scheme (PGTS) as detailed in the Hull York Medical School PGTS Handbook. Enrolling in the PGTS shall satisfy the requirement in Section 7.1.

SUSPENSION OF STUDY AND REPEAT PERIODS

8 Permitted Duration for the completion of the development points and thesis

8.1 To be awarded a higher degree, (PhD, MPhil) a student must have completed development points and the thesis for examination by the tenth anniversary of initial registration for the degree of PhD, or the eighth anniversary of initial registration for the degree of MPhil degree where registration for the latter was required under Section 3 above.

- This sets an absolute upper limit for completion of the requirements for the degree, including any periods of extension/suspension of study; this is different to the duration of the 'prescribed period of study' defined in Section 2.

9 Leave of Absence requested by student

- 9.1 During the research period of study as defined in Section 2 and subject to Section 8, a student may request a period of Leave of Absence from their studies, for periods not exceeding 12 months, in accordance with the [Hull York Medical School Policy for Leave of Absence](#). All applications must have the support of the Chair of the Hull York Medical School Postgraduate Programmes Board.
- 9.2 Overseas students studying on a Tier 4 Visa (or equivalent, as may in the future be prescribed by the UK Visas and Immigration) must seek advice on the impact of any Leave of Absence from either the University of Hull Immigration Advisers, which are part of the University of Hull Immigration Team or The Immigration Advice Service, at the University of York Student Hub.

- The 'approved application form' – is published by, and available from, the Hull York Medical School website
- Leave of Absence may also be known as 'intercalation', 'suspension of studies, or 'stop the clock'.

10 Suspension of Study on Grounds of Risk

- 10.1 In exceptional circumstances, and as a supportive mechanism, Hull York Medical School reserves the right to initiate a Leave of Absence for a student on any Hull York Medical School module or programme, who is judged, on substantial evidence, to be unfit to study by reason of health, behaviour or conduct and where continuation of study may pose a risk to themselves or others. In such circumstances the student's studies may be suspended even in the absence of the student's consent provided the appropriate procedures are followed. This may involve referral to a number of agencies such as Occupational Health and will require adherence to the requirements of the respective universities' fitness to study policies, and in some cases onward referral via the [Hull York Medical School Code of Practice on Student Fitness to Practise](#).

11 Annual leave

- 11.1 Students are entitled to take annual leave in accordance with the [Hull York Medical School Code of Practice on Research Degrees](#).
- 11.2 Tier 4 students must complete an Authorised Absence form, available from and published on the Hull York Medical School website.

12 Repeating a period

- 12.1 A student shall not be permitted to register for the degree afresh other than with the approval of the Hull York Medical School Board of Studies. Approval shall only be

granted where the student has demonstrated significant medical or exceptional personal circumstances affecting the period which is sought to be repeated.

12.2 In determining whether to grant approval regard shall be had to Section 8.

- 'Section 8' – the upper limit for completion of all requirements for the degree
- Applications must be made using the approved form, published by, and available from the Hull York Medical School Website.

ASSESSMENT

13 Method of Examination

13.1 A student shall be examined by means of:

13.1.1 a thesis

13.1.2 a *viva voce* examination

13.1.3 an assessment of any additional studies prescribed by Hull York Medical School and notified in writing at the commencement of the prescribed period of study.

- A *viva voce* examination may also be known as a *viva* or an oral examination.

13.2 The thesis shall be on a **subject** selected by the student and approved by the student's supervisors.

13.3 A PhD thesis should be less than 80,000 words and an MPhil thesis should be less than 60,000 words. These word limits exclude figure legends and tables, the Bibliography, appendices and footnotes. Applications to exceed the word limit shall be subject to the recommendation of the student's supervisor, the relevant external examiner and the Chair of the Hull York Medical School Postgraduate Board of Examiners. Application shall be made no later than the giving of notice set out in Section 15.1 below.

13.4 A student may not submit as a thesis the work for which credits or a qualification of either University or any other institution have been conferred, but shall not be precluded from incorporating such work in a submission which covers a wider body of work.

13.5 Students must present themselves for examination and provide photographic identification at the commencement of examination if requested.

13.6 *Viva voce* examinations shall be chaired by a member of academic staff appointed by the Hull York Medical School Postgraduate Board of Examiners in accordance with the [Hull York Medical School Code of Practice: Charing Viva Voce Examinations for research degrees by Thesis/ Published work.](#)

14 Standards and Criteria for PhDs and MPhils by thesis

- 14.1 The thesis must be the result of original independent research, show an awareness of the relationship of the research to a wider field of knowledge, and reflect such further Standards and Criteria as approved by the Hull York Medical School Board of Studies from time to time.
- 14.2 The degree of MPhil shall be awarded to a student who has completed a body of work that satisfies the characteristics statement for Master's Degree published from time to time by the QAA, and summarised in the Hull York Medical School Code of Practise for Research Degrees.
- 14.3 The degree of PhD shall be awarded to a student who has completed a body of work that satisfies the characteristics statement for Doctoral Degrees published from time to time by the QAA and summarised in the Hull York Medical School Code of Practise for Research Degrees.

15 Submission of the thesis

- 15.1 The student shall give at least three months' notice of the expected date of submission of the thesis, and shall, at the same time, confirm the precise title of the thesis along with an abbreviated title which shall not exceed six words.
- 15.2 The student shall be responsible for ensuring that the thesis has been submitted electronically and received for examination by Hull York Medical School within the timeframes set out in Section 2.1 notwithstanding any authorised absence.
- 15.3 Submission shall be in such format as prescribed, from time to time, by the Hull York Medical School Board of Studies, and subject to the payment of such fees as prescribed by the Hull York Medical School Joint Senate Committee.
- 15.4 A student shall be barred from submitting the thesis unless the conditions of Section 7 above have been satisfied.

16 Thesis extensions

- 16.1 Full-time PhD students, in exceptional circumstances only, unable to submit the PhD thesis within 48 months of commencing the degree if full-time, or within 96 months of commencing the degree if part-time may apply, using the approved application form, to the Hull York Medical School Postgraduate Programmes Board for an extension of up to 12 months for full-time and 24 months for part-time students, provided the application is submitted before the expiry of the deadline stated in this paragraph.
- 16.2 Full-time PhD (named four-year version) students, in exceptional circumstances only, unable to submit the PhD thesis within 48 months of commencing the degree if full-time, or within 96 months of commencing the degree if part-time may apply, using the approved application form, to the Hull York Medical School Postgraduate Programmes Board for an extension of up to 12 months for full-time and 24 months for part-time students, provided the application is submitted before the expiry of the deadline stated in this paragraph.

- 16.3 Full-time MPhil students, in exceptional circumstances only, unable to submit the MPhil thesis within 36 months of commencing the degree if full-time, or within 72 months of commencing the degree if part-time may apply, using the approved application form, to the Hull York Medical School Postgraduate Programmes Board for an extension of up to 9 months for full-time and 18 months for part-time students, provided the application is submitted before the expiry of the deadline stated in this paragraph.
- 16.4 Any grant of extension shall be made subject to Section 8 and any additional criteria published by the Hull York Medical School Board of Studies.
- 16.5 Students must register formally for the 'extension' period and pay the continuation fee mentioned in Section 18.

- Tier 4 students are not permitted to stay in the UK beyond the expiry date stated on their visa. Although an extension to studies may be permitted by the University, it may not be appropriate or legally advisable for the student to remain at the University or in the UK to complete their programme of study. Advice regarding whether or not the University will be able to support a further visa application needs to be sought by Hull York Medical School, from the Visa Compliance Team, in advance of the case for granting the extension being heard.

17 Non-Submission of the thesis

- 17.1 Where a student fails to submit the thesis by the deadline stated in Section 2.1, or any extended deadline arising from an extension granted in accordance with Section 16, the programme will normally be deemed terminated without the requirement for examination of the thesis and the student will fail the degree. The Hull York Medical School Postgraduate Board of Examiners has the power to determine whether to allow the student a resubmission. Where such resubmission is not allowed the programme of study shall be deemed terminated without the requirement for examination of the thesis.
- 17.2 Students have a right to appeal this decision relating to failure for non-submission, in accordance with the [Hull York Medical School Code of Practice on Academic and Fitness to Practise Appeals](#).
- 17.3 Where a student's ability to submit by the deadline has been affected by exceptional circumstances, they may apply for Mitigating Circumstances in accordance with the [Hull York Medical School Policy on Exceptional Circumstances](#).

- A student whose programme is terminated under this regulation would be barred from subsequently registering for the same programme under Section 12.
- A student would be entitled to receive any training credits gained at the point of termination and might be eligible for a Postgraduate Certificate or Diploma in Research Training based on the number of credits gained.

18 Continuation Fees

- 18.1 Subject to Section 18.2, a student commencing the thesis continuation period shall be liable to pay a continuation fee as prescribed by Hull York Medical School Joint Senate Committee and in force at the time of submission.
- 18.2 A student undertaking a degree full time shall be entitled to a rebate of the continuation fee in the first year of the thesis continuation period only and applicable to the year in which the thesis is submitted according to the following scale:
- 18.2.1 Submission in the first three months: 100%
- 18.2.2 Submission in the fourth-sixth months: 50%
- 18.2.3 Submission in the seventh to ninth months: 25%
- 18.3 A student undertaking a degree part time shall be entitled to a rebate of the continuation fee in the first year of the thesis continuation period only and applicable to the year in which the thesis is submitted according to the following scale:
- 18.3.1 Rebate for submission within six months: 100%
- 18.3.2 Rebate for submission before nine months: 50%
- 18.3.3 Rebate for submission before twelve months: 0
- 18.4 A student shall be barred from submitting the thesis unless all fees due under Section 18.1 above have been paid.

19 Appointment of Examiners

- 19.1 Subject to Section 19.3 the examination shall be conducted by one external examiner and one internal examiner, both appointed by the Hull York Medical School Joint Senate Committee on the recommendation of the Hull York Medical School Postgraduate Board of Examiners and the Hull York Medical School Board of Studies. Honorary members of staff of Hull York Medical School, and members of staff employed by either the University of Hull or the University of York are not permitted to serve as external examiners.
- 19.2 The internal examiner shall not be one of the student's supervisors, nor have any conflict of interest as outlined in the HYMS Code of Practice for Research Degrees.
- 19.3 Where the student is a member of staff of either the University of Hull or University of York including members of Hull York Medical School honorary staff in the period from the acceptance of an offer to study for the Hull York Medical School degree to the date on which the thesis is submitted, they must normally be examined by two external examiners. Exemption from this requirement may only be made following a specific recommendation from the Hull York Medical School Postgraduate Research Board to Board of Studies and Joint Senate Committee demonstrating that there is no conflict of interest in nominating the proposed internal examiner.
- 19.4 The supervisors shall be entitled to attend the oral examination **on request** of the student and **in agreement** with the examiners, but not to participate in the

examination. Such a decision would need prior approval from the Hull York Medical School Postgraduate Board of Examiners.

19.5 Examination of the thesis shall normally take place within three months of the date of submission.

20 Examiners' Recommendations

20.1 The examiners must make one of the following recommendations:

20.1.1 that the student be awarded the degree of Master of Philosophy or Doctor of Philosophy as appropriate. This would normally include very minor corrections that the examiners consider can be accomplished within 24 hours.

20.1.2 that the student be awarded the degree of Master of Philosophy or Doctor of Philosophy subject to minor **corrections** being made to the thesis to the satisfaction of one examiner, normally the internal examiner within 12 weeks of the date of being informed of the decision of the examiners. The term corrections refers to typographical errors, occasional stylistic or grammatical flaws, corrections to references etc.

20.1.3 that the student be awarded the degree of Master of Philosophy or Doctor of Philosophy subject to **amendments**. The term amendments refers to certain changes of substance in a specific element or elements of the thesis specified by the examiners. These shall not involve a revision of the whole thesis or of a major proportion of it. The changes must be made to the thesis to the satisfaction of one examiner, typically the internal examiner within six months of the date of being informed of the decision of the examiners.

20.1.4 that the thesis does not yet meet the criteria necessary for award and so it should be **referred** subject to such of the following conditions as the examiners may think appropriate (a combination of 20.1.4.1 or 20.1.4.2 with 20.1.4.3 may be appropriate):

20.1.4.1 that the student may be required to attend for a second oral examination.

20.1.4.2 that the student be permitted to submit, on one occasion only, a revised thesis for a second examination, without generation of primary research data.

20.1.4.3 that the student be permitted to submit, on one occasion only, a revised thesis for a second examination, after generation of further primary research data.

20.1.5 that in the case of theses submitted for the degree of PhD, examiners may recommend that the thesis is not of the required standard, but is suitable for the award of an MPhil degree as determined by the examiners, subject to minor corrections which shall be made to the satisfaction of the internal examiner within three months of the date of being informed of the decision of the examiners.

20.1.6 that in the case that that the thesis submitted for the degree of PhD or of MPhil is not of the required standard, but suitable for an award of an MSc by Thesis degree as determined by the examiners, subject to minor corrections which shall be made to the satisfaction of the internal examiner within three months of the date of being informed of the decision of the examiners.

20.1.7 that the thesis is not of the required standard and no award be made to the student.

20.1.8 A student whose thesis is not of the required standard either at first or second attempt shall be entitled to receive a written statement from the examiners of the way in which the work falls short of the requirements to pass.

21 Resubmission of the thesis

21.1 Where a student is permitted to submit on one further occasion only in accordance with Section 20, the student shall be responsible for ensuring that the thesis is submitted electronically and received by the Hull York Medical School office no later than twelve months from the date on which the student was notified of the result.

21.2 The manner of resubmission shall be as required for first submission by Section 15 save that resubmission shall be subject to the payment of such resubmission fee as prescribed by Hull York Medical School Joint Senate Committee and in force at the time.

21.3 Where a student fails to submit the thesis by the deadline specified in Section 21.1 the programme of study shall be deemed terminated without the requirement for examination of the thesis.

21.4 Students have a right to appeal a decision relating to the outcome of their examination or failure for non-submission, in accordance with the Hull York [Medical School Code of Practice for Academic and Fitness to Practise Appeals](#).

ACADEMIC/PROFESSIONAL DISCIPLINE

22 Academic Misconduct

22.1 Allegations of academic misconduct, (excluding non-compliance with the attendance and submission requirements of the programme of study), shall be subject to the [Hull York Medical School Code of Practice on Academic Misconduct](#) and [Hull York Medical School Code of Practice on Student Research Misconduct](#), and no penalty shall be imposed other than in accordance with said Regulations.

22.2 Students shall also abide by the principles of good research practice as defined in the [Hull York Medical School Code of Practice on Student Research Misconduct](#). Allegations of research misconduct shall be investigated in accordance with said Code.

22.3 Where appropriate, cases of academic misconduct may be shared with, and referred to relevant professional bodies.

23 Professional Misconduct and Professional Unsuitability

23.1 'Professional misconduct' shall be defined as conduct which falls below the level of conduct required by the professional body or bodies responsible for regulating the profession to which a student is seeking entry by virtue of completing the programme of study on which they are registered.

23.2 'Professional unsuitability' shall be defined as behaviour which does not demonstrate the standards of behaviour specified by the professional body responsible for allowing students who complete the programme of study to be admitted to practise the relevant profession.

23.3 Allegations of conduct or behaviour considered to fall within the above definitions shall be made, investigated and determined in accordance with any applicable Regulations for the time being in force. Such Regulations shall empower Hull York Medical School to suspend or terminate a student's programme of study.

23.4 Where appropriate, cases of academic misconduct may be shared with, and referred to relevant professional bodies.

RESULTS AND AWARDS

24 Notifications of Results and Award Letters

24.1 All students shall be entitled to an official award letter on completion provided they are not in debt to the University for the payment of tuition fees.

25 Rescind, Revoke and Deprivation of Academic Qualifications

25.1 Hull York Medical School Joint Senate Committee shall, on the recommendation of the Hull York Medical School Board of Studies, have the power to deprive a student of the qualification or to revoke it, having determined that there is good cause to do so, in accordance with Ordinance 7 of the University of York. Good cause includes academic misconduct and fitness to practice in accordance with the [Hull York Medical School Code of Practice on Academic Misconduct](#), and, where appropriate, the [Hull York Medical School Code of Practice on Student Fitness to Practise](#).

Addendum regarding the provision for interdisciplinary research degree programmes and Doctoral Training Programmes (DTP)

The Hull York Medical School Joint Senate Committee approved this addendum via Chair's Action on 17th February 2020.

1. Hull York Medical School recognises the importance of interdisciplinary doctoral training.
2. With the approval of the Hull York Medical School Joint Senate Committee, the Hull York Medical School will be allowed to collaborate with academic departments at the University of Hull and the University of York to enable doctoral students to receive a PhD degree solely awarded by either the University of Hull or the University of York, as part of a doctoral training programme.
3. Upon the approval by the Joint Senate Committee, students studying an interdisciplinary doctoral programme or Doctoral Training Programme (DTP) will be admitted to, registered with, and regulated and governed by the University that awards the programme. Students will be affiliated with the Hull York Medical School and have access to the facilities and support of the Hull York Medical School.
4. The Joint Senate Committee will consider any request to participate in interdisciplinary research degree programmes and DTPs and maintain a record of the approved doctoral training programmes.
5. The Joint Senate Committee has the power to withdraw the Hull York Medical School's participation in any interdisciplinary research degree programme or DTP. Students already registered on such programme will not be affected by the withdrawal.
6. The Postgraduate Programmes Board, Postgraduate Board of Examiners, Board of Studies, and Joint Senate Committee of the Hull York Medical School will be responsible to oversee the student progress and experience on the programme.
7. The degree award of the programme will be ratified and conferred by the relevant academic governance body of the University of Hull or the University of York.

Addendum regarding the York-CITY Collaborative Off-Site PhD Programme

The Hull York Medical School Joint Senate Committee approved this addendum via Chair's Action on 23 October 2023:

1. Hull York Medical School recognises the importance of the partnership between University of York and CITY College.
2. With approval of the Hull York Medical School Joint Senate Committee, the Hull York Medical School will be allowed to join the York-CITY Collaborative Off-site PhD Programme, as defined by the University of York in [Appendix 6: Policy Framework for Collaborative Off-site and Collaborative Split-site PGR Programmes](#).
3. PGRs undertaking the York-CITY collaborative off-site PhD will be registered with the University of York on the PhD in Medical Sciences or PhD in Human Sciences and provided with a HYMS principal supervisor employed by the University of York.
4. PGRs will be governed by HYMS [Regulations](#), HYMS [Code of Practice on Postgraduate Research Degrees](#) and the York-CITY Collaborative PhD Handbook. Where there is conflict between these documents, the HYMS Regulations should take precedence. Where this is not possible, HYMS will follow the University of York's Regulations and the York-CITY Collaborative PhD Handbook.
5. The Joint Senate Committee has the power to withdraw Hull York Medical School's participation in the collaborative off-site PhD programme with CITY. PGRs already registered on the programme will not be affected by the withdrawal.
6. The Postgraduate Research Programmes Board, Postgraduate Board of Examiners, Board of Studies, and Joint Senate Committee of the Hull York Medical School will be responsible for overseeing PGR progress and experience on the collaborative off-site programme but will share information with the York-CITY Joint Doctoral Executive Committee to ensure that lessons learnt and good practice can be shared with other departments participating in the collaborative off-site PhD programme.
7. Upon successful completion of their degree, PGRs on the collaborative off-site PhD programme will be eligible for the joint degree awarded by the University of York and the University of Hull as stated in the Memorandum of Agreement signed by the Vice-Chancellor of the University of York and the Vice-Chancellor of the University of Hull.