University Calendar: 2020/21

Academic Regulations: Faculty of Arts and Humanities

School	Humanities
Final Award	Doctor of Philosophy (PhD) *With exit awards of:* Master of Philosophy
Programme(s)	PhD Distance Learning Applied Linguistics
Last modified	April 2020

The Academic Regulations which are detailed in
Section V: Regulations for Research Degrees and Higher Doctorates, and
Section IV: General Information and Regulations of the Calendar, apply to and regulate the programme(s) listed above.

On occasion, programmes can be exempted from one or more of the clauses in the Regulations; one or more of the clauses can be varied; and programmes can impose additional requirements.

- Exemptions are characterised by the omission of the relevant clause.
- Variations are characterised by the replacement of the clause with alternative wording.
- Additions are characterised by requirements in addition to those detailed in the Academic regulations

The programmes listed have approval from the Academic Quality and Standards Committee for the **exemptions** and/or **variations** and/or **additions** to the regulations noted below.

Exemptions:
The clause(s) listed below describe where an exemption to the Regulations exists.

None apply

Variations:
The clause(s) listed below describe where a variation to the Regulations exists:

Existing University Regulation Code of Practice for Research Degree Candidature and Supervision		Approved Variation
62	Research students who enrolled on their doctoral studies after 1 August 2016 are required to undertake Progression Reviews as outlined in the *Summary of timings of progression reviews for research students who enrolled on their doctoral studies on or after 1 August 2016* table below. The second Progression Review is known as confirmation of doctoral candidature (paragraphs 64 to 74 of this Code (*The Second Progression Review (Confirmation of Doctoral Candidature)*)) and must be successfully completed before a research student may submit a thesis for examination. Two attempts at each Progression Review are permitted; a research student's failure to meet the criteria for a successful progression Review will lead to a termination of their candidature in line with the Procedures for Circumstances that may lead to Withdrawal or Termination. Research students who first enrolled on their doctoral studies before 1 August 2016 will follow the progression monitoring timings and procedures that applied at the time of their year of entry and as determined by their Faculty (including those for	Normally all first progression reviews will be held face-to-face in Southampton or via Skype. If a sufficiently large cohort is located in one geographical region, University of Southampton staff may travel to a regional centre where a cohort of students can have their first progression review vivas. Where this is not possible, alternative arrangements will be made, e.g. they may be conducted via Skype. Confirmations/Upgrades/Transfers are normally conducted via Skype. The final viva will take place in Southampton, however in exceptional circumstances alternative arrangements may be made with the approval of the Faculty Graduate School Directorate.

upgrade/transfer from MPhil to PhD). Research students should refer to their Faculty for further information. Research students who enrolled before 1 August 2016 will follow the timings for upgrade/transfer from MPhil to PhD registration that applied at the time of their admission. A summary of the applicable timings, depending on year of entry, is set out in the table below and students should refer to their Faculty for further information. However, the policy and procedure outlined in paragraphs 64 to 74 of this Code (The Second Progression Review: Confirmation of Doctoral Candidature)) will apply to research students who first enrolled on their doctoral studies before 1 August 2016 when completing their upgrade/transfer from MPhil to PhD.

Summary of timings of progression reviews for research students who enrolled on their doctoral studies on or after 1 August 2016	Full-time		Part-time	
	First Attempt	Second Attempt	First Attempt	Second Attempt
First Progression Review	Months 8-10	Before the end of month 12	Months 15-21	Before the end of month 24
Second Progression Review (Confirmation)	Months 18-21	Before the end of month 24	Months 30-42	Before the end of month 48
Third Progression Review	Months30-33	Before the end of month 36	Months 61-66	Before the end of month 72

Summary of timings of Confirmation of Doctoral candidature/Upgrade from MPhil to PhD[3]		
Time of Entry	Full-time	Part-time
After 1 August 2016	18 to 21 months	30 to 42 months
1 August 2015 to 1 August 2016	18 to 21 months	30 to 42 months
Before 1 August 2015	At least 6 months before final thesis submission	At least 6 months before final thesis submission

[1] These timings may be adjusted on a pro-rata basis for research students registered on non-standard research programmes where other duties are a formal part of the programme; for example, the Clinical Doctorate Research Fellowship scheme or the Mayflower Scholarship scheme.

Research students who do not submit material for their first attempt at a Progression Review by the specified deadline, and where no request has been submitted and approved under the [Regulations Governing Special Considerations and Suspension of Candidature for Postgraduate Research Students](), will be deemed to have failed this attempt. Research students who do not submit material for the second attempt at a Progression Review by the specified deadline, and where no request has been submitted and approved under the [Regulations Governing Special Considerations and Suspension of Candidature for Postgraduate Research Students](), will be deemed to have failed this attempt and will be withdrawn from candidature in line with the [Procedures for Circumstances that may lead to Withdrawal or Termination]().

Each student will agree an individual arrangements document setting out the arrangements pertinent to themselves with their supervisor prior to commencing their studies.

In addition to the above:

For students commencing their candidature after 1 August 2016 the first progression review will take place between months eight and ten for the first attempt and before the end of month twelve for the second attempt if required.

Faculties will bring to the attention of research students, and relevant staff, clearly defined formats for submissions which inform the Progression Reviews, and the criteria to be used for defining outcomes from Progression Reviews (as specified in the Postgraduate Research Progression Reviews: Criteria and Submission Guidelines). As a minimum, research students must submit a written report which should summarise progress made since the last report. Any particular problems encountered by the research student, (e.g. access to resources or facilities or other additional disability-related or language support requirements) should be indicated in this report and appropriate action taken. The report should also indicate whether any additional support requirements or facilities already being provided for a particular research student are continuing to meet that research student's needs, or if any different or additional adjustments are required. Each Progression Review must also include a *viva voce*. In conducting the *examination,* arrangements will be made, where necessary, to accommodate any additional needs of the research student. Following a Progression Review, a research student will be given written feedback by the panel and, if necessary, guidance on actions to be taken to support progress in their candidature. The Faculty Director of the Graduate School is responsible for approving the recommendations of Progression Reviews. These decisions will be made according to the following timings for research students on a standard research programme. In all cases, the time windows refer to periods in which progression decisions must be made. Research students will be required to provide all the relevant material by a submission deadline stated in PGR Tracker, or equivalent system, as set by their Faculty. This will normally be at least four working weeks in advance of the decision deadline to enable the panel to consider the material, hold the Progression Review, and make a recommendation within the specified timeframe. Timings refer to the full month, i.e. the decision from the first attempt at the First Progression Review should be made between the beginning of month 8 and the end of month 10. These timings may be adjusted for research students following a non-standard pathway. In exceptional circumstances, and where a student can be shown to be making exceptional progress only, a research student may be permitted to undertake their Progression Review earlier than the timeframe specified. In such a case, the request must be made by the main supervisor to the Faculty Director of the Graduate School for recommendation to the Faculty Education Committee for approval.	

Additional Requirements:
The clause(s) listed below are in addition to the Regulations.

None apply

These regulations should be read in conjunction with the programme specification.

Disclaimer:
As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, these regulations may be revised during a student's period of registration, however, any revision will be balanced against the requirement that the student should receive the educational service expected. Please read our *Disclaimer* to see why, when and how changes may be made to a student's programme.