

ORDINANCE 62: Higher Doctorates

1. The degree of Doctor may be conferred as follows, on the recommendation of the Executive Pro-Vice-Chancellor of the appropriate Faculty, upon graduates of this University of not less than seven years' standing who are adjudged to have distinguished themselves by their published contribution to learning:

Faculties of Humanities and Social Sciences	Degree of Doctor of Letters (LittD) Degree of Doctor of Laws (LLD) Degree of Doctor of Music (DMus)
Faculties of Science and Engineering	Degree of Doctor of Science (DSc) Degree of Doctor of Engineering (DEng)
Faculty of Health and Life Sciences	Degree of Doctor of Science (DSc) Degree of Doctor of Veterinary Science (DVSc)

2. Higher Doctorates may be awarded by the University in recognition of a substantial body of published work and/or other material of distinction, such as extended musical compositions in the case of application for the degree of Doctor of Music, resulting from research which, in the opinion of the external assessors appointed to examine the work:
 - a) possesses originality and merit;
 - b) makes a sustained, consistent and substantial contribution to the advancement of knowledge over a number of years;
 - c) establishes the candidate's authoritative standing in their field of work; and
 - d) has led to extensions or development of knowledge by others.
3. Candidates should, in the first instance, submit their full *curriculum vitae* and list of publications to the Executive Pro-Vice-Chancellor of the appropriate Faculty, together with a statement of the award intended, a précis of the work to be submitted (not less than 500 words and not more than 2,500 words, stating the main contributions to learning of the work submitted in the application) and a proposed title.
4. The Executive Pro-Vice-Chancellor of the appropriate Faculty will arrange for initial scrutiny by a suitably qualified member of the Faculty, who shall normally be a Professor, to ensure that the candidate is eligible to apply, can make a valid case for assessment and can present appropriate published material in a suitable manner, before preparing their full application.
5. If, following consideration of the report of the Faculty scrutineer referred to in clause 4 above, the Executive Pro-Vice-Chancellor of the appropriate Faculty considers that a valid case for examination exists, the candidate shall be informed in writing and invited to submit an electronic (pdf) copy of their application within six months of the decision.
6. The application must contain the following:
 - a) A *curriculum vitae* of the candidate.
 - b) A précis of the work submitted (not less than 500 words and not more than 2,500 words) stating the main contributions to learning of the work submitted in the application.

- c) A list of the candidate's publications or other material grouped according to subject and numbered accordingly.
 - d) A copy of each publication or other material submitted in support of the application which should be numbered to correspond with the numbers on the list referred to in (c).
7. Copies of publications containing material for which a degree has already been awarded may be included for completeness, but this fact must be clearly indicated on the list mentioned in (c). Where joint authorship occurs, a statement of the contribution made by the applicant should be given, together with the status of the other authors.
 8. The application must be addressed to the Director of Student Experience and Enhancement and be accompanied by the appropriate fee.
 9. The application shall be submitted to at least two external assessors nominated by the Executive Pro-Vice-Chancellor of the Faculty concerned, after consultation with the Faculty Director of Postgraduate Research and the relevant School/Institute Director of Postgraduate Research, who shall present independent reports to the Executive Pro-Vice-Chancellor on the work submitted and independent reasoned recommendations as to whether or not the degree should be awarded.
 10. The assessment of the application shall be completed within six months of presentation of the full submission.
 11. The Executive Pro-Vice-Chancellor of the appropriate Faculty shall consider the reports jointly and may thereafter, if the assessors' recommendations differ, consult an additional external assessor.
 12. The Executive Pro-Vice-Chancellor of the appropriate Faculty shall inform the candidate of the success or otherwise of the submission, following approval, in the case of a successful submission, of the award by the Committee for the Award of Degrees, Diplomas and Certificates, on behalf of the Senate.
 13. A copy of the submission approved for the degree will normally be retained in the University Library.
 14. Candidates may be permitted, at the discretion of Executive Pro-Vice-Chancellor, to re-apply at a later date where the assessors recommend that the degree be not awarded.

SUMMARY OF AMENDMENTS MADE TO ORDINANCE 62: HIGHER DOCTORATES

1. Original amended Ordinance approved on behalf of Senate and Council October / November 2015.
2. Amendments approved on behalf of Senate and Council August 2021 to make the language more gender neutral and to reflect that applications should be addressed to the Director of Student Experience and Enhancement.
3. Minor amendment to reflect that electronic submission is now the norm.