



University of Essex



# Principal Regulations for Taught Masters Programmes

**2024-25**

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# Principal regulations for taught Masters programmes

## 3.1.

In the University the following taught Masters degrees are conferred: Master of Arts (MA), Master of Arts (by Dissertation) (MA by Dissertation), Master of Business Administration (MBA), Master of Business Management (MBM), Master of Education (MEd), Master of Fine Arts (MFA), Master of Laws (LLM), Master of Philosophy (MPhil), Master of Professional Studies (MProf), Master of Public Health (Master PH), Master of Public Policy (MPP), Master of Research (MRes), Master of Science (MSc), Master of Science (by Dissertation) (MSc by Dissertation), and the following integrated masters awards: Master in Accounting (MAcc), Master in Art History (MArth), Master in Economics (MEcon), Master in Engineering (MEng), Master in History (MHist), Master in Law (MLaw), Master in Linguistics (MLing), Master in Literature Studies (MLit), Master in Management (MMan), Master in Mathematics (MMath), Master in Modern Languages (MLang), Master in Philosophy (MPhil), Master in Politics (MPol), Master in Science (MSci), Master in Sociology (MSoc).

## Admissions

## 3.2.

A person wishing to be accepted as a student for a taught Masters degree must apply through the Head of Department concerned to be admitted as a registered graduate student within the University.

## 3.3.

A candidate for a Masters degree must satisfy one of the following admissions criteria:

- a) hold a Bachelors (Honours) degree awarded by an institution or body with degree awarding powers in the UK;
- b) be a graduate of first-cycle higher education as defined by the Bologna Declaration or a person holding a degree-level qualification from a recognised overseas institution;
- c) be a person who is deemed to demonstrate an academic standard equivalent to a Bachelors (Honours) degree, documented through professional or vocational achievement.

In the case of applicants who are not first language English speakers, evidence must be produced of a high level of ability in the language, including writing.

3.4.

Students may be admitted to a programme of study leading to a dual award of the University of Essex and one or more awarding institution(s). The dual award arrangements shall be entered into formally between the University and the partner institution(s) before any candidates are admitted to the programme. The details of the programme shall be published in the relevant programme specification.

A student studying for a dual award shall normally spend at least half their time at the University and the rest of the time at the partner institution(s).

## **Registration arrangements**

3.5.

Students must register as graduate students of the University and must comply with the Charter, Statutes, Ordinances and Regulations of the University; they must register annually at the beginning of each academic year after acceptance until they present themselves for examination for the degree.

## **Masters Degree requirements**

3.6.

A Masters degree may be conferred on students who have followed a taught Masters programme approved by the Senate, consisting of systematic courses of lectures and other teaching, and the undertaking of a dissertation or its equivalent. The dissertation or equivalent shall comprise no more than half the work of the programme of study except in the case of the final year of Integrated Masters degrees where the dissertation or equivalent may be up to three-quarters of the work of the final year of the programme of study provided there is clear and appropriate preparation of students for the dissertation or equivalent in the earlier years of the degree.

Students for a taught Masters degree shall:

- a) spend at least three terms of full-time study in the University or six terms of part-time study;
- b) be assessed by assignments prescribed in the regulations for the programme of study. In addition students shall present, in a manner acceptable to the Senate, a dissertation or its equivalent as prescribed in the regulations for the programme; candidates are personally responsible for all expenditure connected with the preparation of a thesis or dissertation. Students may also be required to present themselves for an oral examination.

Modular study may be followed for a maximum period of six years.

The attendance requirements do not apply to study by distance learning.

### 3.7.

A dissertation or its equivalent submitted for a Masters degree may not incorporate, whether in the same or different form, work which has been submitted to this or to any other university for a degree unless the subject of the research is an extension or continuation of research begun for such a degree. In such a case the extent of the material and the degree if any obtained should be indicated (the student may be required to produce the work previously submitted).

A student must state generally in the preface to the dissertation and specifically in references the sources from which the material is derived and the extent to which the candidate has used the work of others including collaborators.

### 3.8.

Apart from quotations, the dissertation must be presented in English unless the relevant Executive Dean (or their deputy) or Dean of Partnerships (or their deputy) has given permission in advance for it to be in another language.

### 3.9.

Assessment in each taught Masters programme shall take place at the time or times described in regulations or otherwise approved by the relevant Faculty Board for that programme. With the consent of the relevant Executive Dean (or their deputy) or Dean of Partnerships (or their deputy), a candidate may be permitted to submit the dissertation after the approved time.

### 3.10.

Masters degrees will be awarded by the Senate on the recommendation of a Board of Examiners appointed by the Faculty Board.

## **Continuation period**

### 3.11.

Students who have completed the minimum period of study prescribed by the Senate and who have not yet presented themselves for examination will be required on registration to pay an appropriate 'continuation' fee as determined from time to time by the University. Such students shall be entitled to be examined (but not re-examined), to obtain any supervision required and to use University facilities including the Library. They shall be subject to the Charter, Statutes, Ordinances and Regulations of the University at any time they are present in the University.

## Document Control Panel

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