



The University of the West Indies
Mona Campus

GRAB
GRADUATE REGULATIONS AWARENESS BROCHURE

HIGHLIGHTS

Regulations for Graduate Diplomas and Degrees (2014)

GRAB your copy

SEE ALSO :

- 1.39 INTELLECTUAL PROPERTY
- 1.54 CALCULATING TIME-LIMITS FOR REGISTRATION
- 1.55 STUDENTS DEEMED TO HAVE WITHDRAWN
- 1.56 STUDENTS REQUIRED TO WITHDRAW
- 1.66B COURSE OF STUDY—DM DEGREES
- 1.80 CHEATING

GRAB is a new publication of the Office of the Campus Registrar - **Graduate Studies and Research**. It will be used as a sensitization tool to educate, remind and update stakeholders about the Graduate Regulations. It will be published three times per year (*i.e* January, April and August) and will feature one or a combination of the following: *Regulations101*, *MoFAQ (Most Frequently Asked Questions)* and *PAY (Plagiarism And You)*. This issue (January 2015) highlights some important changes/revisions to the Graduate Regulations. Therefore, it is being distributed as a companion guide to the **Regulations for Graduate Diplomas and Degrees (2014)**. It is hoped that students and staff will take some time to read the Handbook, and no doubt, these small bites in GRAB should serve to whet the appetite.

Be informed. **GRAB your copy!**

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NOTE

- ⇒ *The Effective date of the new Regulations is **August 2014***
- ⇒ *The Regulations now make reference to a 4th programme category: “**Professional Doctorates**”*
- ⇒ *“Specially Admitted Students” Regulations are now included under ‘**Qualifications for Admissions**’*
- ⇒ *Application Procedures have been removed to the **Graduate Studies and Research Information Portal (GRIP)** and the **Manual of Procedures for Graduate Diplomas and Degrees***

MINIMUM ENTRY REQUIREMENTS

1.11 Graduate Diplomas, Taught Masters Degrees and DM Degrees

New Minimum **GPA 2.50** (Lower 2nd class honours or its equivalent) .

CHANGES IN REGISTRATION

1.40 Transfer and Upgrading of Registration

MPhil Students:

- may apply for upgrade to PhD after a period of one (1) year (full-time students) and two(2) years (part-time students) from date of initial registration BUT... should complete the upgrade by the end of three(3) years (full-time students) or five(5) years (part-time students) from the date of initial registration.

1.46 Full-time and Part-time Registration

Teaching or Research Assistantships

...research students who hold teaching or research assistantships in the area of their research programmes may be registered as full-time students, provided that their employment commitment does not exceed twenty hours per week.

AVAILABLE RESOURCES

- UWI Policy on Research Ethics
- UWI Policy on Intellectual Property
- New Policy and Procedure for Examination of MPhil and Doctoral Theses
- University Regulations on Plagiarism



TIME LIMITS FOR REGISTRATION

1.48 “...The minimum period of registration for the MPhil and Professional Doctorate is 4 years part-time, and for the MD and PhD, 5 years part-time”.

COURSE OF STUDY

1.67 (a, b) - re Research Degrees

MPhil Students: Minimum of 6 credits taken through courses

PhD Students: Minimum of 9 credits taken through courses

RESEARCH SEMINARS

1.68 “... The upgrade seminar will count as one of the three seminars for the PhD, provided that it is not the last seminar...”

THE AWARD OF DISTINCTION AND OF HIGH COMMENDATION

Award of Distinction

1.73 “... a candidate failing a course (including an elective course) required for the completion of the programme shall be ineligible for the award of distinction. Failure in a co-requisite course or in a qualifying course shall not exclude the student from receiving a distinction”.

Award of High Commendation- Professional Doctorates

1.75 “...Examiners are unanimous in their recommendation that such an award should be made. In the case of Professional Doctorates, candidates should also have attained a Grade A average over the coursework component of the programme and a candidate failing a course (including an elective course) required for the completion of the programme shall be ineligible for the award of high commendation”...

1.83 Plagiarism

Regulations applicable to plagiarism are provided in **Appendix 1** to the Regulations for Graduate Diplomas and Degrees (2014).

GRADUATE RESOURCES (under revision)

- ◆ Thesis Guide
- ◆ Manual of Procedures for Graduate Diplomas and Degrees
- ◆ Graduate Studies Guide for Students and Supervisors
- ◆ 7-Step Guide for students submitting Thesis, Research Paper/Project for Examination

NEW LOOK! Read more...



GENERAL EXAMINATION REGULATIONS

2.4 **Third Attempt** “... in these instances, the Examiners may recommend a passing mark of no more than 50% as the final overall mark for the course.”

2.69 Oral Examinations

Note the distinction between re-sit as an Oral exam at the second attempt vis-à-vis a third attempt

- ◆ Oral at **second attempt**—No more than 50% for the written component
- ◆ Oral at **Third attempt**—No more than 50% as the final overall mark for the course

2.82 –2.89 REVIEW OF EXAMINATION RESULTS

- ◆ Report of dissatisfaction with examination results must be made within **two weeks** of the publication of the results.
- ◆ Go through (Review of Script or coursework) allowed only for a **failed** course.
- ◆ The new and Independent Examiner to submit written report etc within **10 days** of receipt of Script.
- ◆ Mark of Independent Examiner is the **Final mark**.



Above: The first group of new graduate students to participate in the inaugural MAPS/OGSR Campus Tour during General Orientation 2014

Serving you with **HEART**
(Honour, Excellence, Accountability, Respect, Teamwork)



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