



Melbourne College of Divinity

REGULATION 22 – DOCTOR OF PHILOSOPHY

22.1 Admission and Enrolment

22.1.1A person may apply to the Academic Board (the Board) to be admitted as a probationary candidate for the degree of Doctor of Philosophy if he or she:

has obtained, or is qualified to obtain, a four year Bachelor with Honours degree or equivalent, in an appropriate discipline, as determined by the Board, of at least H2A standard, from a university or college recognised by the Council for the purposes of the degree of Doctor of Philosophy.

22.1.2 Notwithstanding clause 22.1.1, a person seeking to undertake a Doctor of Philosophy may be required to have an appropriate level of ministerial experience, where the Board determines that it is relevant to the project.

22.1.3 In exceptional circumstances the Board may recommend to the Council an enrolment and program of study which does not meet the requirements of this Regulation.

22.1.4 Permission may be given to enrol only where the Board is able to provide adequate supervision, and that it is satisfied that the candidate will have access to adequate libraries.

22.1.5 Each candidate must be attached to a Recognised Teaching Institution for the whole period of candidature. The Board may permit a candidate to attend another institution for part of the period of candidature.

22.1.6 Each candidate must have a Supervisor appointed by the Board.

22.1.7 Where the Supervisor appointed by the Board is not a member of staff of a Recognised Teaching Institution, the Board must, on the recommendation of the Research Coordinator of the candidate's Recognised Teaching Institution, appoint such a member of staff as the associate Supervisor. The associate Supervisor is to report regularly to the Supervisor on the progress of the candidate's work.

22.1.8 Notwithstanding any other provision in these regulations the Board may require each applicant to demonstrate fitness for admission by carrying out such work and sitting for such examinations as the Board may determine.

22.1.9 The Board may discontinue the candidature of any person whom it deems to have made unsatisfactory progress.

22.2 Confirmation of candidature

22.2.1 Every approved candidate is first admitted to probationary candidature, until such time as candidature has been confirmed by the Board, on the advice of a Confirmation of Candidature panel, after the panel has assessed the research project. Such panels must be convened no later than 12 months after admission for full-time candidates, or no later than 2 years after admission for part-time candidates.

- 22.2.2 Each applicant for confirmation of candidature must submit a comprehensive research proposal, including written work of between 10-12,000 words completed during probationary candidature and a detailed bibliography, together with the written support of the Supervisor.
- 22.2.3 The Board will appoint members of the Confirmation Panel who will determine whether or not the criteria for confirmation determined by the Board have been met.
- 22.2.4 The research proposal, once approved by the Board, must be submitted to the Human Research Ethics Committee of the College as established by clause 2.5.
- 22.2.5 If submission of a research proposal is not made in due time, or if the Board declines to confirm candidature, the probationary candidature may be terminated at the expiration of the probationary period referred to in clause 22.2.1, or the candidate may be offered a transfer to masters candidature. The Board may also refuse to allow an upgrade of candidature for those students who apply under the terms of clause 22.3.1.

22.3 Upgrading from MA or MTheol candidature

- 22.3.1 A candidate for the degree of Master of Arts or Master of Theology may apply to transfer to confirmed candidature for the degree of Doctor of Philosophy after a period of candidature in the Master's degree of not less than two semesters for a full-time candidate or four semesters for a part-time candidate.
- 22.3.2 The applicant must submit a comprehensive research proposal to a Confirmation of Candidature panel, including written work of between 10-12,000 words completed for the Master's degree and a detailed bibliography, together with the written support of the Supervisor, and proceed *as per* the requirements of clauses 22.2.3 and 22.2.4.
- 22.3.3 If the upgrade of candidature is approved by the Board, candidature will normally be regarded as a continuation of the same program of study and the commencement date for doctoral candidature will be backdated and set at the commencement date of the Master's candidature. In special circumstances the Board may consider and approve an application to back-date the doctoral candidature by a lesser amount.

22.4 Course of Studies

- 22.4.1 Each candidate is to proceed on such terms and in conformity with such procedures as are determined from time to time by the Board, in addition to those specified in this Regulation. General determinations made by the Board are to be published by the Registrar; specific determinations applying to a particular candidate are to be communicated to him or her by the Registrar.
- 22.4.2 Each candidate must write a thesis (the Thesis) of not more than 100,000 words, on a topic approved by the Board, or seek permission to proceed under the provisions of clause 22.4.5.
- 22.4.3 Every candidate for the degree of Doctor of Philosophy admitted after January 2012 must undertake an approved postgraduate level subject in research methodology, unless exempted by the Board.
- 22.4.4 The thesis must form a distinct contribution to theological learning, showing evidence of original research and the exercise of independent critical power.
- 22.4.5 Candidates for the degree of Doctor of Philosophy may seek approval from the Board to submit their research findings in an alternative format, *as per* the allowable methods defined under clauses 26.2.7 and 26.2.8 by presenting for examination either an exegeted research project or a publications portfolio.
- 22.4.6 Unless the Board determines otherwise, the minimum length of candidature for the PhD is 2.5

years after admission, and the maximum length of candidature is 3 years full-time after admission, or 6 years part-time after admission. Two periods of 6 months' extension may be granted to full-time candidates, and two periods of 12 months' extension may be granted to part-time candidates. Any extension of time is to be granted only on a certificate from the Supervisor that the work is well advanced. For candidates undertaking the PhD under the provisions of clause 26.2.8 (publications portfolio), the minimum period of candidature is 12 months after admission.

22.4.7 The thesis must be examined in accordance with Regulation 26.

22.5 Awarding of Degree

22.5.1 Where the candidate has satisfied the examiners and completed the requirements for the Doctor of Philosophy, the Board may recommend to the Council that the degree be awarded.

22.5.2 In cases where the Board is unable to certify that the requirements for the degree of Doctor of Philosophy have been met, *as per* clause 22.5.1, but is able to certify that the requirements for the degree of Master of Arts have been met, *as per* clause 21.4.2, the Board may recommend that the degree of Master of Arts be awarded instead.

22.5.3 A candidate upon whom the degree of Doctor of Philosophy has been conferred is entitled to use the letters 'PhD' as a suffix to their name.

MELBOURNE COLLEGE OF DIVINITY

GOVERNANCE

DOCTOR OF PHILOSOPHY

GENERAL DETERMINATIONS MADE BY THE ACADEMIC BOARD RELATED TO REGULATION 22

In this Regulation, 'appropriate discipline' refers to any discipline in theology, divinity or related fields of study, including the humanities, that is deemed by the Board to provide sufficient academic grounding for the proposed research project.

MCD equivalents to the four year Bachelor with Honours degree are determined by the Board to be:

- the Master of Theological Studies from the MCD, with a 12,000 word research essay graded to at least 75%, and a 75% average across the coursework components of the degree;
- the Master of Divinity from the MCD with a 12,000 word research essay graded to at least 75%, and a 75% average across the coursework components of the degree;
- the MA (Theol) from the MCD, with a 12,000 word research essay graded to at least 75%;
- the Graduate Diploma in Theology from the MCD, entered under the provisions of Reg.20.2.1.1, including a 12,000 word research essay graded to at least 75%, and a 75% average across the coursework components of the degree.