



# Melbourne College of Divinity

Established by the Melbourne College of Divinity Act (Victoria) 1910.

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## Regulation 22 – Doctor of Philosophy (PhD)

### 22.1 - Interpretation

In this Regulation, the term

22.1.1 ‘the Board’ means ‘the Academic Board’ established as a committee of the College under Regulation 2.1.

22.1.2 ‘Recognised Teaching Institution’ means an institution or group of institutions recognised as an ‘Recognized Teaching Institution’ for the purpose of the Degrees of Master of Theology and Doctor of Theology in accordance with Regulation 3.5.

### 22.2 - Admission and Enrolment

22.2.1 A person may seek the permission of the Board to be admitted as a probationary candidate for the degree of Doctor of Philosophy if he or she

22.2.1.1 has obtained, or is qualified to obtain, at a standard deemed acceptable by the Board, a Research Master's degree of the College, or an equivalent qualification from a university or college recognised by the Council for the purposes of the degree of Doctor of Philosophy, or

22.2.1.2 has obtained an exceptional level of relevant professional attainment recognised by the Council for the purposes of the degree of Doctor of Philosophy; or

22.2.1.3 has obtained, or is qualified to obtain, the Bachelor of Theology, Bachelor of Divinity or Master of Divinity degrees of the College, in each case with First Class Honours; or

22.2.1.4 has obtained, or is qualified to obtain, the degree of Master of Theological Studies of the College, including a 12,000-word Postgraduate essay with High Distinction, and an average of Distinction in the coursework components of the MTS.

The Board in each case may impose such terms and conditions as it may deem necessary or desirable before permitting enrolment.

22.2.2 In exceptional circumstances the Board may recommend to the Council an enrolment and programme of study which does not conform to this Regulation.

22.2.3 Without limiting its discretion in the matter, the Board may grant permission for admission to candidature (probationary or confirmed) only if it is satisfied that the candidate will have adequate supervision and access to adequate libraries.

22.2.4 Each candidate (probationary or confirmed) must be attached to a Recognized Teaching Institution for the whole period of candidature provided that, in exceptional circumstances, the Board may permit a candidate to attend another institution for part of the period of candidature.

22.2.5 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

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examinations as the Board may determine.

22.2.6 The Board may discontinue the candidature (probationary or confirmed) of any person whom it deems to have made unsatisfactory progress.

### **22.3 – Confirmation of candidature**

22.3.1 Every approved candidate is first admitted to probationary candidature, until such time as candidature has been confirmed. Each candidate must sit a Confirmation of Candidature panel before confirmation can occur. Applications for such panels must be submitted no later than 12 months after admission for full-time candidates, or no later than 2 years after admission for part-time candidates

22.3.2 Each applicant for confirmation of candidature must submit a comprehensive research proposal, including written work completed during probationary candidature and a detailed bibliography, together with the written support of a Supervisor approved by the Board.

22.3.3 The Board will appoint assessors who will advise the Board as to whether or not the criteria determined by the Board have been met.

22.3.4 The research proposal, once approved by the Board, must be submitted to the Human Research Ethics Committee of the College as established by Regulation 2.6.

22.3.5 If no submission of a research proposal is made in due time, or if the Board declines to confirm candidature, the probationary candidature terminates at the expiration of the probationary period referred to in Regulation 22.3.1.

### **22.4 - Upgrading from MA or MTheol candidature**

22.4.1 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 candidacy in the Master's degree of not less than two semesters for a full-time candidate or four semesters for a part-time candidate.

22.4.2 The applicant must submit a comprehensive research proposal, including written work completed for the Master's degree and a detailed bibliography, together with the written support of a Supervisor approved by the Board.

22.4.3 The Board will appoint assessors who will advise the Board as to whether or not the criteria for the upgrading of candidature determined by the Board have been met.

22.4.4 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.

### **22.5 – Course of Studies**

22.5.1 Each candidate (probationary or confirmed) 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.

22.5.2 Where the Supervisor appointed by the Board is not a member of staff of the Recognized Teaching Institution to which the candidate is attached, the Board must, on the recommendation of the Research Coordinator of that 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.

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- 22.5.3 Each candidate must write a thesis of not more than 100,000 words, on a topic approved by the Board, and at a standard determined by the Board.
- 22.5.4 The thesis must form a distinct contribution to theological learning, showing evidence of original research and the exercise of independent critical power.
- 22.5.5 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.
- 22.5.6 The thesis must be examined in accordance with Regulation 26.

## **22.6 - Awarding of Degree**

- 22.6.1 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.
- 22.6.2 In cases where the Board recommends that the degree not be awarded the Board may recommend to the Council that the degree of Master of Arts be awarded instead.
- 22.6.3 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.

*Approved by the College June 23<sup>rd</sup>, 2004*

*Adjusted for the 2005 MCD Act by the College November 30<sup>th</sup> 2005*

*Admission clauses revised and extended by the Council November 2006.*

*Length of time for thesis submission changed by the Council from five to six years, August 2007. Further revisions approved by Council, June 2009*