

UNIVERSITY OF LONDON

REGULATIONS FOR THE DEGREE OF MASTER OF DENTAL SURGERY (M.D.S.)

The last date for registration under these Regulations was 31 August 2005. For candidates registering in and after September 2005 these Regulations were replaced by Regulations for the degree of MD(Res) (Doctor of Medicine (Research)) which will require all candidates to register with a College of the University.

The last date for entry to examination under these Regulations is 31 August 2008. Entry forms must be received by the University by 31 August 2008. Theses for examination must be received by the University by 1 December 2008.

1. Qualifications for Admission

1.1 To be eligible for registration for the M.D.S. degree, a candidate must *either*

(a) have obtained the B.D.S. degree of the University of London; *or*

(b) be a Teacher, Reader or Professor of the University at the time of carrying out the work described in the thesis, and hold a dental qualification; *or*

(c) be working at a College of the University of London, or an associated hospital or academic unit of general practice at the time of carrying out the work described in the thesis, and hold a dental qualification.

2. Registration *

2.1 A candidate for the M.D.S. degree must register with the University by completing an application form which is obtainable from the University Secretary/Registrar for Medicine. The completed form must be returned to the Secretary/Registrar for Medicine with the registration fee. At the time of application for registration a candidate will be required to submit a brief statement outlining the proposed scope of the research to be undertaken and a provisional thesis title.

2.2 Once a candidate is registered, the registration fee is not refundable.

2.3 A candidate must register with the University when commencing research for the degree and must carry out the research for the degree during the period that he/she is registered with the University.

2.4 A candidate must be registered with the University for a minimum of one calendar year before submitting a thesis for examination.

* No further registrations will be accepted

2.5 A candidate must carry out the research for the thesis during the period that he/she is registered with the University.

2.6 Except with the special permission of the University, the candidate will not be permitted to register concurrently for more than one degree, diploma or certificate or for any combination of these awards of this University. Nor will any person be registered for the M.D.S. degree while registered for the equivalent qualification of any other university or other institution.

3. Fees for Registration and Examination

3.1 The fees are as follows*

	From 1 September 2005
<i>Entry to examination</i>	£700
<i>Re-presentation of thesis</i>	£540

4. Supervision

4.1 *A candidate who holds the B.D.S. degree of the University of London may either:*

(a) carry out her/his research at a College of the University or an associated hospital or academic unit of general practice under a Supervisor, who shall be a senior member of the academic staff of the University (ie. a Professor, Reader, or Teacher in the grade of Senior Lecturer or above) who will be appointed by the candidate's College; *or*

(b) carry out her/his research outside the University of London and its associated hospitals and academic units of general practice under a local Supervisor; the candidate is required to seek the advice of a senior member of the academic staff of the University, who will be appointed by the University as the candidate's Adviser. The candidate must notify the University of the name of a person who has agreed to provide local supervision and provide a written statement signed by the person concerned indicating willingness to undertake this role. The candidate is invited to notify the University of the name of any senior member of the academic staff whose guidance has already been sought informally. The candidate is required to seek the advice of the Adviser before beginning or at an early stage of the work which it is proposed to present. The candidate is expected to have contact with her/his Adviser at least six-monthly as the work progresses, and also before embarking on the preparation of the thesis, at the stage when the thesis is ready for presentation to the University for examination and if he/she is concerned about local supervision; this may be done by letter if necessary.

4.2 *For a Teacher, Reader or Professor of the University who holds a dental qualification the University will appoint an Adviser who will normally be a senior member of the academic staff of the University. The candidate is invited to advise the University of any senior member of the academic staff whose guidance has already been sought informally. The candidate is required to seek the advice of his or her Adviser before embarking on the preparation of the thesis, and preferably either before beginning or at an early stage of the work which it is proposed to present. The candidate must contact the Adviser at least six-monthly as the work progresses, and also at the stage when the thesis is ready for presentation to the University for examination.*

*Fees are reviewed annually in August.

4.3 *A candidate who does not hold the University of London B.D.S. degree but who is working at a College of the University, or an associated hospital or academic unit of general practice, and who holds a dental qualification is required to carry out her/his research under the supervision of a senior member of the academic staff of the University. The Supervisor will be appointed by the relevant College.*

5. Requirements of a Thesis

5.1 A thesis for the M.D.S. degree must deal with some aspect of dental surgery or dental science.

5.2 The thesis should first state a problem and the introduction should indicate the scope of the inquiry and the relevant history of the subject. The thesis should describe the method used for exploring the problem, giving details of methods for measuring or recording phenomena. It should set forth the data collected by these methods and this should be followed by an analysis of the data and an attempt to deduce conclusions which add to medical knowledge. The thesis should thus embody original observations and should give a critical assessment of the relevant literature. A candidate should indicate how far the thesis embodies the result of her/his own research or observation and should state clearly what he/she considers to be the claims to originality of the thesis as a contribution to the science or practice of dentistry..

5.3 It is a condition of the award of the degree that any clinical research involved in the thesis shall conform to high ethical standards. If the University is not satisfied on this point the degree will not be awarded irrespective of the merit of the thesis in other respects.

5.4 The thesis must be written in English. The literary presentation must be satisfactory and the thesis must be submitted in a form suitable for publication. Matter which has been previously published by the candidate may be included as part of the thesis. In addition to the thesis a candidate may submit in support of her/his candidature any contributions to the advancement of medical science which he/she may have published individually or conjointly. A candidate submitting conjoint work will be required to state fully her/his own share of this work.

5.5 A candidate will not be permitted to submit as a thesis one which has been submitted for a degree or comparable award in this or any other university or institution, but shall not be precluded from incorporating work which they have already submitted for a degree or comparable award in this or any other university or institution in a thesis covering a wider field. The candidate must indicate on the entry form and also on the thesis any work which has been so incorporated.

5.6 The thesis must not exceed 60,000 words in length, including any appendices and protocols of experiments, unless permission has been obtained from the University at least six months before submission.

5.7 A thesis must be presented for examination in a final form in typescript or print and be bound in accordance with the instructions issued by the Academic Registrar of the University (see: <http://www.london.ac.uk/binding>)

5.8 A candidate is required to bind in with each copy of her/his thesis an abstract. The abstract should immediately follow the title page and should not normally exceed 300 words. One additional loose copy of the abstract must also be provided.

5.9 Work approved for the degree of MDS and subsequently published must contain a reference, either on the title page or in the preface, to the fact that the work has been approved by the University for the award of the degree.

6. Entry to Examination and Submission of Thesis*

6.1 A candidate may submit her/his thesis for examination at any time after one calendar year from the date of registration.

6.2 A College shall submit a completed entry form for each candidate registered at the College (paragraphs 4.1 (a), 4.2 and 4.3 above, refer). A candidate who is carrying out her/his research outside the University (paragraph 4.1(b), above, refers) must obtain from the University Secretary/Registrar for Medicine an entry form for the examination.

6.3 The entry form must be completed and returned with the entry fee, together with a short abstract of the proposals for the thesis, not normally exceeding 300 words, to assist in the appointment of suitable examiners. The entry form may be submitted up to four months in advance of the thesis. If a candidate has not submitted her/his thesis for examination within eighteen months from the submission of the entry form, the entry will be cancelled. The entry fee, less one-fifth of the sum paid, will be refunded.

6.4 The Supervisor or Adviser of the candidate must certify on the entry form that the candidate has sought her/his advice.

6.5 The Supervisor of a candidate registered in accordance with the provisions of paragraph 4.3 above must certify on the entry form that the candidate carried out the work described in the thesis while working at the relevant College of the University, or an associated hospital or academic unit of general practice.

6.6 The Adviser of a candidate registered in accordance with the provisions of paragraph 4.2 above must certify on the entry form that the candidate was a Teacher, Reader or Professor of the University at the time of carrying out the work described in the thesis.

6.7 A candidate will be required to submit two copies of her/his thesis, either typewritten or printed, formatted and bound in accordance with instructions obtainable from the Academic Registrar for the University (see paragraph 5.7 above).

* The last date for entry to examination under these Regulations is 31 August 2008. Entry forms must be received by the University by 31 August 2008. Theses for examination must be received by the University by 1 December 2008.

6.8 Except with the special permission of the University, no person will be admitted as a candidate to any examination leading to an award of this University who has been admitted as a candidate for examination leading to the comparable award of another university or other institution unless he/she has pursued separate prescribed courses leading to the examinations concerned.

6.9 A candidate shall be examined in accordance with the regulations in force at the time of her/his entry or re-entry.

7. Availability of Theses

7.1 It is a requirement for the award of the degree that one copy of a successful thesis is placed in the library of the candidate's College and one copy in the University of London Library.[†] The College copy shall be the archival copy and shall be in hard-bound form.

7.2 Subject to paragraph 7.3 below, candidates will at the time of entry to the examination be required to sign a declaration in the following terms:

- (a) I authorise that the thesis presented by me in [*year*] for examination for the MDS degree of the University of London shall, if a degree is awarded, be deposited in the library of the appropriate College and in the University of London Library and that, subject to the conditions set out in paragraph 7.2(d) below, my thesis be made available for public reference, inter-library loan and copying.
- (b) I authorise the College or University authorities as appropriate to supply a copy of the abstract of my thesis for inclusion in any published list of theses offered for higher degrees in British universities or in any supplement thereto, or for consultation in any central file of abstracts of such theses.

I authorise the College and the University of London Libraries or their designated agents to make a microform or digital copy of my thesis for the purposes of inter-library loan and the supply of copies.

- (d) I understand that before my thesis is made available for public reference, inter-library loan and copying, the following statement will have been included at the beginning of my thesis:

The copyright of this thesis rests with the author and no quotation from it or information derived from it may be published without the prior written consent of the author.

[†] Provided that where, in the opinion of the College of registration or, where the candidate is not registered at a College, of the University, the thesis includes material that is of significance for national security, arrangements may be made, with the agreement of the graduate concerned, so that the copies of the thesis placed in the public domain may have certain parts excised from them; in such cases the copies of the thesis placed in the public domain shall include an accompanying statement indicating by whom and at what location the full thesis on which the award was made may be consulted.

- (e) I authorise the College and/or the University of London to make a microform or digital copy of my thesis in due course as the archival copy for permanent retention in substitution for the original copy.
- (f) I warrant that this authorisation does not, to the best of my belief, infringe the rights of any third party.
- (g) I understand that in the event of my thesis not being approved by the examiners, this declaration will become void.

7.3 A candidate may apply to her/his College for restriction of access, for a period not exceeding two years, to her/his thesis and/or the abstract of the thesis on the grounds of commercial exploitation or patenting or in very exceptional circumstances and in accordance with the procedure adopted by the College for consideration of such applications. Candidates who are not registered at a College should apply to the University.

8. Method of Examination

8.1 A candidate for the M.D.S. degree must submit a thesis dealing with some aspect of dental surgery or dental science and be examined orally except as provided in paragraph 9.3.3 below.

9. Conduct of Examination

9.1 The oral examination will be held in London.

9.2 A candidate is required to present her/himself for the oral examination at such a place and time as the University may direct and to bring with her/him an additional copy of her/his thesis, paginated in the same way as the copies submitted to the University and adequately bound.

9.3 There are five options open to examiners in determining the results of the examination as follows:

9.3.1 the examiners may report that the candidate has satisfied them in the examination for the M.D.S. degree;

9.3.2 the examiners may require the candidate to make specified minor amendments to the thesis; these must be made within a period of three months and the amended thesis will be submitted to the examiners or to one of their number nominated by them for confirmation that the amendments are satisfactory;

9.3.3 if in the opinion of the examiners the thesis is found to be inadequate but nevertheless seems to them to be of sufficient merit to justify such action, the examiners may determine that the candidate be permitted to re-present the thesis in a revised form not later than a date to be prescribed; the examiners may at their discretion exempt such a candidate from a further oral examination on re-presentation of the thesis;

9.3.4 if the thesis is adequate but the candidate fails to satisfy the examiners at the oral examination, the examiners may determine that the candidate be permitted to re-present the same thesis and submit to a further oral examination within a period specified by them and not exceeding eighteen months;

9.3.5 the examiners may determine that the candidate has not satisfied them in the examination.

9.4 If the thesis is required to be re-presented in a revised form, the candidate must obtain from the College or the Secretary/Registrar for Medicine an entry form for the examination. This form must be completed and returned with the re-presentation fee (see paragraph 6.2, above).

9.5 A candidate who fails to satisfy the examiners will not be permitted to re-enter for the examination, but he/she may apply to register *de novo* for a further period of study leading to the submission of a thesis on a different topic.

10. Notification of Results

10.1 After the examiners have reached a decision, every candidate will be notified by the University Academic Registrar of the result of her/his examination. The degree shall not be awarded until two copies of the successful thesis, bound in the appropriate formats, have been lodged with the Academic Registrar of the University.

10.2 A diploma under the seal of the University will be subsequently delivered to each candidate who has been awarded the degree of MDS.

11. General

11.1 Communications sent from the University to an individual student must be regarded as applying to that student only.

11.2 Except insofar as paragraphs 5.2 and 5.4 apply, the work in the thesis submitted by the candidate must be his/her own and submission of a thesis for examination for the MDS degree will be regarded as a declaration of this fact.

11.3 All work submitted as part of the requirements for any examination of the University of London must be expressed in the candidate's own words and incorporate his/her own ideas and judgments. Plagiarism is the presentation of another person's thoughts or words as though they were the candidate's own and is an examination offence. Direct quotations from the published or unpublished work of another must always be clearly identified as such by being placed inside quotation marks, and a full reference to their source must be provided in the proper form. A series of short quotations from several different sources, if not clearly identified as such, constitutes plagiarism as much as does a single unacknowledged long quotation from a single source. Equally, if another person's ideas or judgments are summarised, the candidate must refer to that person in his/her text, and include the work to which reference is made in the bibliography.

11.4 Allegations of plagiarism will be considered under the Regulations for Proceedings in respect of Examination Offences by Candidates for University Awards, as will any other allegations of examination misconduct, including, but not limited to:

11.4.1. deliberate attempts to represent falsely or unfairly the ideas or work of others;

11.4.2. the invention or fabrication of data;

11.4.3. the submission of work commissioned from another person.

The Regulations for Proceedings in respect of Examination Offences by Candidates for University Awards are available from the Academic Registrar of the University.

(see: http://www.london.ac.uk/documents/censec/Ordinance_015_regulations_para_12.pdf).

11.5 If a candidate has entered the examination for the MDS degree, but the authorities of a College, or of a central activity, or of the University Library, or the University Accountant notify the Academic Registrar of the University that he/she has not settled with them or made acceptable arrangements to settle any account outstanding, no report will be made on the result of the examination until the same authority certifies that payment has been made in full.

11.6 The University has approved a Procedure for Consideration of Appeals by Candidates for Research Degrees, which is available from the Academic Registrar of the University. An application under the Procedure must be made within two months of notification of the result of the examination to the candidate (see: http://www.london.ac.uk/research_degrees).

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