

Procedures for appeals by research students against confirmation of registration decisions

- 1 The University Board for Teaching and Learning has approved the following procedures drawn up by the Committee on Postgraduate Research Studies relating to appeals by research students against confirmation of registration decisions made by Schools, which are applicable in cases where the decision is to alter the registration status from PhD to MPhil.
- 2 The procedures below do not apply in cases where the recommendation of the 'confirmation of registration' process is that a student's registration be terminated. In such cases, the

recommendation from two independent assessors who have considered the above reports and will normally have interviewed the student)

Any further written comments from the Head of School on the assessment, plus the student's comments in reply

Details of the assessment process in the School/Dept involved

All progress and monitoring reports relating to the particular student, including any letters of warning to the student relating to their progress

Any other submission made by the student

Any other submission made by the School or Department, particularly giving details as to why the original decision was reached

Other documentation as appropriate to the particular case

- 19 All of the above documentation should be available to the Appeal Committee, the appellant and relevant members of the School or Department, unless agreed otherwise for exceptional reasons by the Appeal Committee.

Consideration of the appeal

- 20 The appellant should have the right to appear before the Appeal Committee and may be accompanied if so wished by a 'friend', which for this purpose can be defined as a fellow