

APPENDIX TO MINUTE 161

STATEMENT OF FLEXIBLE WORKING PROCEDURES

Background

As outlined in the Equal Opportunities Policy Statement, the University of Aberdeen is committed to a comprehensive policy of Equal Opportunities in employment for all categories of employees in all areas of the institution. In this connection, the University of Aberdeen is committed to engaging in constructive dialogue with members of staff wishing to explore the possibility of flexible working practices to arrive at a mutually beneficial agreement wherever possible.

Examples of Flexible Working Arrangements

There are many forms of flexible working arrangements which you feel might be of benefit to the University and your own personal circumstances. The following list is for illustrative purposes only, and is not intended to be exhaustive :

- **Part time working** where you work less than the normal full time number of hours per week. A significant percentage of staff in the University choose to work on this basis. Sometimes, staff returning from maternity leave or long term sick leave choose to return to work on a temporary part time basis.
- **Part year working** where you work only for part of the year, but your salary is calculated on a pro-rata basis and paid for the whole year. This option is chosen by some members of staff who have school-age children and who wish to work during term-time only.
- **Job sharing** where 2 or more people share the same responsibilities of a full time post. You should note that job share partners will be expected to cover each other's annual leave and sick leave and, therefore, this arrangement might result in you working full time hours from time to time.
- **Flexible working hours** where you choose, within set limits, the times you start and finish work. This option is chosen by those with carers' commitments or those who are travelling longer distances to come to work.
- **Career breaks** where you undertake an extended period of unpaid leave from work. If you decide to take a career break, your date of continuous service with the University will not be affected.

There may be exceptional circumstances in which you may wish to request other forms of flexible working arrangements. If you would like information about any other forms of flexible working arrangements, please contact the Human Resources office on extension 3500.

Procedures for Requesting Flexible Working Arrangements

If you are interested in working on a flexible basis, either on a permanent or temporary basis, you should advise your Head of School/Department in writing in the first instance. **You should note that requests for flexible working arrangements cannot be agreed if they conflict with the operational needs of your Department or Section or the best management interests of the University.** Each request will be considered on its own merits. All arrangements agreed will be for an initial period of 6 months, and will be subject to regular reviews thereafter. If it is not possible to meet your request, you will be advised in writing of the reasons for refusal. If you wish to appeal against this decision, you should contact the Director of Human Resources.

If you would like any further information about flexible working arrangements, you should contact the Human Resources office on extension 3500.

APPENDIX TO MINUTE 162

JOINT COMMITTEE ON EQUAL OPPORTUNITIES

1 BACKGROUND

Responsibility within the University of Aberdeen to meet legislative requirements and best practice guidelines relating to Equal Opportunities issues is currently dispersed across various Sections. At present, the Equal Opportunities Advisory Group (which reports to the Staffing and Development Committee) progresses issues relating to members of staff. Issues relating to students are dealt with at an operational level within the relevant Sections and by individual Schools and Departments. The Disabilities Sub-Committee is currently the only Committee within the University that has responsibility for harmonising action on a specific area for both staff and students, although to date it has concentrated almost entirely on student issues.

The Race Relations (Amendment) Act 2000 is the first major piece of legislation that is institution-wide, covering both staff and students. It is widely expected that future Equal Opportunities legislation in areas such as religion, sexuality and age will follow this pattern.

The purpose of this paper is to highlight the fragmentation of current approaches to Equal Opportunities issues within the institution to and to suggest how a more cohesive approach could be of benefit to the University.

2. PROPOSAL**2.1 Reporting Structure**

It is proposed that a Joint Committee on Equal Opportunities be established as a Joint Committee of Senate and Court. The Committee would have the authority to establish working parties to investigate specific areas of Equal Opportunities as appropriate.

2.2 Remit

It is proposed that the Committee would have responsibility for all Equal Opportunities issues relating to both staff and students. Specifically, the remit would include :

- Recommending policy to the University Court
- Overseeing policy implementation
- Drafting an annual work plan and monitoring progress
- Monitoring the composition of the University's workforce and student community
- Reviewing statistics to identify and highlight issues of importance to be addressed by the University
- Ensuring compliance with Equal Opportunities legislation

2.3 Composition

A suggested composition is as follows :

Court - Vice Principal with responsibility for Equal Opportunities
2 lay members
1 representative of Non-Academic Staff

Senate - 2 nominated representatives

President of Students' Association or their nominated representative

The Committee would have the power to co-opt in relation to specialist issues as appropriate.

3. BENEFITS TO THE UNIVERSITY

It is anticipated that the establishment of this Committee would ensure that all University obligations are met in existing and future Equal Opportunities legislation and that Equal Opportunities initiatives are implemented across the University for both staff and students in a coherent and structured manner.

APPENDIX TO MINUTE 169

RESOLUTION NO 230
[CHANGES IN REGULATIONS FOR VARIOUS DEGREES]

After consultation with the Senatus Academicus, the University Court, at its meeting on 25 March 2003 passed the following Resolution:

1. On the recommendation of the Senatus Academicus, the following changes to Degree Regulations are hereby approved.
2. The Degree of Bachelor of Technology in Aquaculture is hereby abolished.
3. This Resolution shall come into force on the day on which it is passed by the University Court.

1. General Regulations for First Degrees

Regulation 1

To the existing regulation under the list of definitions add the following:

'Head of Department this term applies to the role of the Head of a School in the Faculties of Arts & Divinity, Social Sciences & Law, and Science & Engineering; and to the role of the Head of a Department in the Faculties of Education and Medicine & Medical Sciences'

Renumber existing Regulation 1 as Regulation 1.1

To the existing regulation add the following:

- '1.2 Notwithstanding the definition of 'class certificate' in 1.1 above, by a decision of the Senatus Academicus at its meeting held on 12 June 2002, and applicable to the Academic Years 2003/04 and 2004/05 only in the first instance, a student who has been validly registered by their Adviser of Studies for a course, and who has not withdrawn from the course before the last day of teaching (or deemed to have withdrawn, in accordance with Regulation 1.3 below), shall normally be regarded as having obtained a Class Certificate for that course. This shall apply automatically unless, exceptionally, the relevant Academic Standards Committee, on application from the Head of the Department concerned, has decided that it would be impossible to demonstrate achievement of learning outcomes for the course concerned without re-attendance. Departments must inform students in writing of any course to which this exception applies at or before commencement of teaching for that course.
- 1.3 Students absent from classes for a continuous period of six teaching days or more are required to lodge either a medical certificate or self-certificate to cover such absence. Any student who is absent without good cause for a continuous period of time amounting to at least 25 per cent of the duration of a course and without the approval of their Adviser of Studies shall be deemed to have withdrawn from the course concerned. This will debar them from appearing for the initial or subsequent end-of-course assessments or receiving credit for the course. It shall be for the relevant Undergraduate Programme Committee to determine what constitutes good cause for absence.

Regulation 4

For 'Every candidate registered for full-time study must attend courses leading to the award of at least 50 credit points in any half-session or, in the case of candidates in Honours programmes, 100 credit points in any session. No candidate registered for part-time study shall be permitted to attend courses leading to the award of more than 40 credit points in any half-session.' substitute 'Candidates registered for part-time study may not register for more than 80 credit points in any academic year, nor more than 45 credit points in either half-session.'

Regulation 8

To the existing regulation after the second sentence add the following:

'Candidates failing to attend such an interview may be required to attend a meeting with the Convener of the relevant Students' Progress Committee. Failure to attend this meeting may result in the candidate being deemed to have withdrawn from study.'

Regulation 16.1 (b) and (c)

In the existing regulations, for 'by award or 'exemption' substitute the following:

',' by award or recognition, or been exempted from,','

Regulation 16.5

In the existing regulation, for 'A Head of Department' substitute the following:

'The Head of a Department'.

Regulation 17.1 (2)

For the existing regulation, substitute the following:

'if, being candidates in programme year 1, they have not obtained 120 credit points, within four half-sessions of full-time study or the equivalent from their entry to programme year 1 of the degree for which they are currently registered; or'

Regulation 17.1 (3)

For the existing regulation substitute the following:

'if, being candidates in programme year 2, they have not obtained by award or recognition, or been exempted from, 240 credit points including at least 60 credit points at level 2 or above, within four half-sessions of full-time study or the equivalent from their first entry to programme year 2 of the degree for which they are currently registered; or'

Regulation 17.1 (4)

For the existing regulation substitute the following:

'if, being candidates in programme year 3, they have not completed the requirements necessary for graduation with a non-Honours degree, within four half-sessions of full-time study or the equivalent from their first entry to programme year 3 of the degree for which they are currently registered.'

Regulation 17.2

For the first sentence of the existing regulation substitute the following:

'For the purposes of this Regulation, candidates who are awarded sufficient recognitions and/or exemptions under the provisions of Regulation 14 to proceed directly into the second, third, or fourth programme year of a degree shall be deemed to have been registered for that degree for the number of programme years for which recognition has been accorded or from which they are exempted.'

Regulation 22.3

For the existing regulation substitute the following:

'Any candidate enrolled at the University prior to 2003/04 who while registered at the University has obtained not less than 240 credit points, including not less than 80 credit points at Level 2, from courses which can be counted towards graduation with a first degree, and who is not qualified for the award of any other degree, diploma or certificate of the University, other than the Undergraduate Certificate in Higher Education, shall be awarded an Undergraduate Diploma in Higher Education (UgDipHE). Candidates first enrolled during or after 2003/04 are required to achieve 240 credit points, including not less than 90 credit points at level 2 for the award of the Undergraduate Diploma in Higher Education.'

2. Supplementary Regulations for the Degree of Master of Arts (MA)

Regulation 6

To the end of the existing regulation add 'Candidates first enrolled during or after 2003/04 must obtain a minimum of 60 credit points at level 3.'

Regulation 10

From the list of disciplines in which a Designated Degree may be awarded delete 'Environmental Geography'; 'Human Geography'; 'Physical Geography'

Regulation 12(1)

1. From the list of Single Honours programmes currently available delete 'Environmental Geography'; 'Human Geography'; 'Physical Geography'.

2. In the list of Joint or Combined Honours programmes currently available for 'Celtic with Language & Linguistics' substitute 'Celtic-Language & Linguistics'; for 'Divinity with Language & Linguistics' substitute 'Divinity-Language & Linguistics'; for 'French with Language & Linguistics (Mode A)' substitute 'French-Language & Linguistics (Mode A)'; for 'French with Language & Linguistics (Mode B)' substitute 'French-Language & Linguistics (Mode B)'; for 'German with Language & Linguistics (Mode A)' substitute 'German-Language & Linguistics (Mode A)'; for 'German with Language & Linguistics (Mode B)' substitute 'German-Language & Linguistics (Mode B)'; for 'Hispanic Studies with Language & Linguistics (Mode A)' substitute 'Hispanic Studies-Language & Linguistics (Mode A)'; for 'Hispanic Studies with Language and Linguistics (Mode B)' substitute 'Hispanic Studies-Language & Linguistics (Mode B)'; for 'History with Language & Linguistics' substitute 'History-Language & Linguistics'; for 'History of Art with Language & Linguistics' substitute 'History of Art-Language & Linguistics'; for 'Religious Studies with Language & Linguistics' substitute 'Language & Linguistics-Religious Studies'. To the list of programmes available add 'Anthropology-Language & Linguistics' 'Cultural History-Language & Linguistics'; 'Cultural History-Religious Studies'; 'English-Language & Linguistics'; 'Film Studies-Social Research'; 'Geography-Planning'; 'Language & Linguistics-Philosophy'; 'Language & Linguistics-Sociology'.

3. Supplementary Regulations for the Degree of Bachelor of Education (BEd)

Renumber regulations 4 to 9 as 5,6,8,4,10 and 9, respectively.

New Regulation

Following the previous Regulation 5 [renumbered 6] insert a new Regulation to read as follows:

7. 'Notwithstanding General Regulation 7, the validity of the Class Certificate for any period of School Experience shall be limited to the academic year in which it is awarded.'

Regulation 10

For the existing regulation substitute the following:

'Any health, conduct, behaviour or other issue that could bear on a BEd candidate's suitability or fitness for teaching will be investigated by the Undergraduate Programme Committee (Education) Fitness to Practise Committee. However, where such a case relates to a matter falling within the Code of Practice on Student Discipline, it may be referred to the Fitness to Practise Committee only after procedures under that Code are exhausted and an allegation has been admitted or found to be proved. The Senatus Academicus, on the recommendation of the Undergraduate Programme Committee (Education) Fitness to Practise Committee, may suspend or terminate the studies of candidates for the degree of BEd who, following a proper process of investigation, are judged not "fit to practise". In exceptional circumstances only, the University may suspend the matriculation of, or exclude from specified activities of the University, candidates whose case has been referred to the Fitness to Practise Committee pending consideration of their case. In all cases, any such suspension or exclusion shall be subject to the procedures detailed in the University's Code of Practice on Student Discipline, as these are prescribed by any Resolution of the University Court in force at the relevant time.'

4. Supplementary Regulation for the Degrees of Bachelor of Music (B Mus)

Regulation 7

From the existing Regulation delete the second sentence.

New Regulation

Following the existing Regulation 7 insert a new Regulation to read as follows:

'Notwithstanding General Regulation 7, the validity of the Class Certificate for any period of School Experience shall be limited to the academic year in which it is awarded.'

Renumber subsequent regulations accordingly.

Regulation 10

For the existing regulation substitute the following:

'Any health, conduct, behaviour or other issue that could bear on a candidate on the Honours (Education) programme's suitability or fitness for teaching will be investigated by the Undergraduate Programme Committee (Education) Fitness to Practise Committee. However, where such a case relates to a matter falling within the Code of Practice on Student Discipline, it may be referred to the Fitness to Practise Committee only after procedures under that Code are exhausted and an allegation has been admitted or found to be proved. The Senatus Academicus, on the recommendation of the Undergraduate Programme Committee (Education) Fitness to Practise Committee, may suspend or terminate the studies of candidates for the degree of B Mus with Honours (Education) who, following a proper process of investigation, are judged not "fit to practise". In exceptional circumstances only, the University may suspend the matriculation of, or exclude from specified activities of the University, candidates whose case has been referred to the Fitness to Practise Committee pending consideration of their case. In all cases, any such suspension or exclusion shall be subject to the procedures detailed in the University's Code of Practice on Student Discipline, as these are prescribed by any Resolution of the University Court in force at the relevant time.'

5. Supplementary Regulations for the Degree of Bachelor of Arts (BA) in the Field of Professional Studies in Education

Regulation 1

To the listing of programmes available under 'Professional Development Programme' add 'Teaching Qualification (Further Education) (TQ(FE)); The Certificate in Child Protection. The TQ(FE) and Certificate in Child Protection are awarded to candidates achieving 60 credit points at SCQF Level 9 in prescribed courses of the programme as approved by the Undergraduate Programme Committee (Education).'

Regulation 5

To the existing regulation after 'relevant Programme Director' add '(or nominee)'

New Regulations

Following the existing Regulation 6 insert new Regulations to read as follows:

- '7. The Senatus Academicus on the recommendation of the Undergraduate Programme Committee (Education) may require candidates to discontinue attendance on courses for the Curative Education Programme, the TQ (FE) Programme and the Certificate in Child Protection Programme if they fail any period of Practice on a second occasion.

Additional Regulations applicable only to the Programme in Curative Education

8. Before being admitted to the programme all candidates, in addition to satisfying any academic requirements for admission, must normally attend for interview.
9. In terms of General Regulation 16.1 (e) for first Degrees candidates may not progress
- (a) from Programme Stage I to Programme Stage II unless they have accumulated by award or exemption 100 credit points including the Programme Stage requirements in Practice (Practice I)
 - (b) from Programme Stage II to Programme Stage III unless they have accumulated by award or exemption 210 credit points including Programme Stage I and Stage II requirements in Practice (Practice I and Stage II Elective practice).
- Programme Stage I and II each comprise courses leading to the award of 120 credit points, taken over a 15 month period.
10. Notwithstanding General Regulation 7, the validity of the class certificate for any period of Practice shall be limited to the duration of the Programme Stage in which it is awarded.'
6. Supplementary Regulations for the Degree of Bachelor of Science in Pure Science (BSc)

Regulation 4.1 (a)

For the existing Regulation substitute the following:

'Candidates first enrolled for the Degree of BSc before 2003/04 must achieve not fewer than 300 credit points, including (i) not more than 180 credit points at level 1 and (ii) credit points at levels 2 or above from at least two disciplines as defined by Regulation 5. Candidates first enrolled for the Degree of BSc during or after 2003/04 must achieve not fewer than 360 credit points, including (i) not more than 180 credit points at level 1, (ii) not fewer than 60 credit points at level 3 and (iii) credit points at levels 2 or above from at least two disciplines as defined by Regulation 5.'

Regulation 9

To the list of disciplines in which a Designated degree may be awarded add 'Physical Sciences', 'Statistics'; delete from the list 'Applied Biology for Land-based Industries', 'Renewable Resources', 'Human Geography', 'Environmental Geography', 'Physical Geography', 'Forestry and Business Management'.

Regulation 11 (i)

To the list of disciplines in which an Honours degree may be awarded add Environmental Biology, Physical Sciences; delete Applied Biology for Land-based Industries, Biology (Environmental Science), Renewable Resources, Human Geography, Environmental Geography, Physical Geography, Forestry and Business Management.

7. Supplementary Regulations for the Degrees of Bachelor of Science in Agriculture (BSc Agr)

Regulation 5.1 (a)

For the existing Regulation substitute the following:

'Candidates first enrolled for the Degree of BSc Agr before 2003/04 must achieve not fewer than 300 credit points, including (i) not more than 180 credit points at level 1 and (ii) not fewer than 120 credit points at levels 2 and 3. Candidates first enrolled for the Degree of BSc during or after 2003/04 must achieve not fewer than 360 credit points, including (i) not more than 180 credit points at level 1 and (ii) not fewer than 120 credit points at level 2 and 3, a minimum of 60 of which must be at level 3.'

8. Supplementary Regulations for the Degrees of Bachelor of Science in Biomedical Sciences (BSc Biomed Sci)

Regulation 1

For the existing Regulation substitute the following:

'The degree of Bachelor of Science in Biomedical Sciences (BSc Biomed Sci) may be conferred in one of three forms: as the Degree, as the Designated Degree, or as the Degree with Honours. The Degree will not be available to students first enrolled in or after 2003/04.'

9. Supplementary Regulations for the Degree of Master of Chemistry (MChem)

Regulation 1

To the existing list of degrees which may be conferred add Biomedical Materials Chemistry, Chemistry (with E-Chemistry), Chemistry (with Environmental Chemistry), Chemistry (for the Offshore Industry), Chemistry with Modern Languages.

Regulation 3

Delete 3(ii) and renumber subsequent Regulations accordingly

Regulation 9

Substitute 'at Levels 4 and 5' with 'in programme years 3,4 and 5'.

10. Supplementary Regulations for the Degree of Bachelor of Science in Forestry (BSc For)

Regulation 1

In existing regulation replace 'At each level there are two degree programmes: Forest Management; Urban Forestry' with 'At each level there is one degree programme in Forest Management'

11. Supplementary Regulations for the Degree of Master of Engineering (MEng)

Regulation 4

For the existing regulation substitute the following:

4. All candidates who are admitted to the degree or to the Honours programme or later must be registered for one of the following degree programmes:
- Engineering
 - Civil and Environmental Engineering
 - Civil and Environmental Engineering with European Studies

Civil and Structural Engineering
 Civil and Structural Engineering with European Studies
 Civil Engineering
 Civil Engineering and Diploma in Management
 Electrical and Electronic Engineering
 Electrical and Electronic Engineering and Diploma in Management
 Electrical and Electronic Engineering with Control
 Electrical and Electronic Engineering with European Studies
 Electronic and Computer Engineering
 Electronic Engineering with Communications
 Engineering with Safety and Reliability Engineering
 Mechanical and Electrical Engineering
 Mechanical Engineering
 Mechanical Engineering and Diploma in Management
 Mechanical Engineering with Control
 Mechanical Engineering with European Studies
 Mechanical Engineering with Materials
 Offshore Engineering*

* not available to entrants in session 2003/2004

The requirements of the individual degree programmes are set out in the Schedule of Courses. The Professional Engineering Institutions in accrediting the degree programme for registration and membership purposes have accepted the degree programmes as indicated in the Schedule of Courses. In the case of programmes shown as being combined with the Diploma in Management candidates, in addition to satisfying the regulations applicable to the MEng, must also satisfy the Regulations for the Diploma in Management.'

Regulation 5

For the existing regulation substitute the following:

'5. The Honours programme of the degree comprises programme years 3, 4 and 5.'

Regulation 9

For the existing regulation substitute the following:

- 9.1 In terms of General Regulations for First Degrees 16.1(e), except with the permission of the Undergraduate Programme Committee in Engineering, candidates may not progress from programme year 1 to programme year 2 unless they have accumulated by award or recognition, or been granted exemption from, at least 120 credit points from the courses prescribed for programme year 1.
- 9.2 In terms of General Regulations for First Degrees 16.1(d) and 16.4, except with the permission of the Undergraduate Programme Committee in Engineering, candidates may not proceed to the Honours programme unless they have accumulated by award or recognition, or been granted exemption from, at least 240 credit points from the courses prescribed for programme years 1 and 2.
- 9.3 In terms of General Regulations for First Degrees 16.3, candidates who do not satisfy the progression requirements in 9.1 or 9.2 above, and wish to continue study, will normally be required by the Undergraduate Programme Committee in Engineering to transfer to the appropriate programme year of either the Degree of Bachelor of Engineering (BEng) or the Degree of Bachelor of Science in Engineering (BScEng), in accordance with the Supplementary Regulations which govern those degrees.'

12. Supplementary Regulations for the Degree of Bachelor of Engineering (BEng)

Regulation 5

For the existing regulation substitute the following:

'5. The Honours programme of the degree comprises programme years 3 and 4.'

Regulation 9

For the existing regulation substitute the following:

- 9.1 In terms of General Regulations for First Degrees 16.1(e), except with the permission of the Undergraduate Programme Committee in Engineering, candidates may not progress from programme year 1 to programme year 2 unless they have accumulated by award or recognition, or been granted exemption from, at least 100 credit points from the courses prescribed for programme year 1.
- 9.2 In terms of General Regulations for First Degrees 16.1(d) and 16.4, except with the permission of the Undergraduate Programme Committee in Engineering, candidates may not proceed to the Honours programme unless they have accumulated by award or recognition, or been granted exemption from, at least 240 credit points from the courses prescribed for programme years 1 and 2.
- 9.3 In terms of General Regulations for First Degrees 16.3, candidates who, having completed one session of full-time study or the equivalent in programme year 2, have not accumulated by award or recognition, or been granted exemption from, at least 200 credit points from the courses prescribed for programme years 1 and 2, and wish to continue study, will normally be required by the Undergraduate Programme Committee in Engineering to transfer to the appropriate programme year of the Degree of Bachelor of Science in Engineering (BScEng), in accordance with the Supplementary Regulations which govern that degree.
- 9.4 Candidates who, having completed one session of full-time study or the equivalent in programme year 2, have accumulated by award or recognition, or been granted exemption from, a minimum of 200 credit points from the courses prescribed for programme years 1 and 2 can elect to remain in programme year 2 for a further year of study.'

13. Supplementary Regulations for the Degree of Bachelor of Science in Engineering (BScEng)

Regulation 9 (c)

In the existing Regulation, for '75 credit points' substitute '60 credit points'.

New Regulation 11

Add a new Regulation as follows:

- '11. Notwithstanding General Regulations for First Degrees 17.1 (2) to (4), the Senatus Academicus, on the recommendation of the Undergraduate Programme Committee in Engineering, may require candidates to discontinue attendance on courses:
- (1) if, being candidates in programme year 0, they have not obtained 120 credit points, within four half-sessions of full-time study or the equivalent from their first entry to programme year 0; *or*
 - (2) if, being candidates in programme year 1, they have not obtained 210 credit points, within four half-sessions of full-time study or the equivalent from their first entry to programme year 1; *or*
 - (3) if, being candidates in programme year 2, they have not obtained 310 credit points, within four half-sessions of full-time study or the equivalent from their first entry to programme year 2; *or*

- (4) if, being candidates in programme year 3, they have not completed the requirements necessary for graduation, within four half-sessions of full-time study or the equivalent from their first entry to programme year 3.

For the purpose of this Regulation two half-sessions of part-time study shall be counted as the equivalent of one half-session of full-time study.'

14. Supplementary Regulations for the Degree of Bachelor of Divinity (BD)

Regulation 1

For the existing regulation substitute with the following:

'The Degree of Bachelor of Divinity (BD) may be conferred either as the non-honours Degree of BD or as the Degree of BD with Honours. It shall not be conferred *honoris causa tantum*.

Regulation 2

For the existing regulation substitute with the following:

'Unless granted exemption by the Undergraduate Programme Committee in Divinity, candidates for the non-Honours degree must attend for not less than three sessions of full-time study or the equivalent and candidates for the Honours degree for not less than four sessions of full-time study or the equivalent. However, candidates for the Honours degree who hold a degree recognised by the Undergraduate Programme Committee in Divinity or qualifications approved for this purpose by the Senatus Academicus and are thereafter accepted onto an Honours programme will normally be accorded 60 credit points of recognition for study completed prior to entry, and be exempted from one session of full-time study or the equivalent.'

Regulation 3

For the existing regulation substitute with the following:

'Candidates for the four-year degree must attend for not less than three sessions in the University of Aberdeen and candidates for the three-year degree must attend for not less than two sessions in the University of Aberdeen. Candidates must normally attend qualifying courses in the University of Aberdeen during the whole of the final session of their study.'

Regulation 4

For the existing regulation substitute with the following:

'All candidates must include in their programme the courses contained in one of the individual programme prescriptions annexed to these regulations.'

Regulation 5

In the existing regulation 'Head of the School of Divinity and Religious Studies' substitute 'Head of the School of Divinity, Religious Studies and Philosophy' and add 'Admission to all courses at Level 3 and 4 is with the prior permission of the Head of that School on the advice of the course co-ordinator.'

Regulation 6

For the existing regulation substitute the following:

'Candidates for the non-Honours degree irrespective of duration must obtain at least 360 credit points including at least 60 credit points at Level 3 or above. At least 330 of the 360 credit points must be from courses within Divinity and Religious Studies. The Head of that School's approval must be obtained for courses taken outwith the School.'

Regulation 7

Delete this regulation and renumber subsequent regulations accordingly.

Regulation 8

For the existing regulation substitute the following:

'HONOURS DEGREE

Candidates for the Honours Degree must in all cases achieve by award or recognition a total of 480 credit points. Candidates who under Regulation 2 have been granted exemption from one session of study may count 60 credits of recognition for study completed prior to entry towards this total of 480. Candidates granted such recognition must obtain not fewer than 180 credits at level 3 or above; candidates not granted such recognition must obtain at least 240 credits at level 3 or above. The total of credits required at level 3 or above must in all cases include at least 90 credit points at level 4, and may not include more than 30 credit points from courses outwith Divinity and Religious Studies. The permission of the Head of the School of Divinity, Religious Studies and Philosophy must be obtained for courses taken outwith the School.'

Regulation 9

In the existing regulation for 'Head of the School of Divinity and Religious Studies' substitute 'Head of the School of Divinity, Religious Studies and Philosophy'.

Regulation 10

Delete this regulation and renumber subsequent regulations accordingly.

15. Supplementary Regulations for the Degree of Bachelor of Theology (BTh)

Regulation 3

For existing regulation substitute the following:

'Candidates for the Degree must obtain not fewer than 360 credit points. Candidates enrolling during or after 2003/04 must achieve a minimum of 60 credit points from Level 3. Candidates for the Degree with Honours must obtain not fewer than 480 credit points including at least 90 at Level 4.'

16. Supplementary Regulations for the Degree of Bachelor of Theology (BTh) to KEY Learning Opportunities Students

For the existing regulations for the Degree of Bachelor of Theology (BTh) to KEY Learning Opportunities Students substitute the following:

- '1. The degree of Bachelor of Theology (BTh) may be obtained by distance learning either as the Degree of BTh or as the Degree of BTh with Honours.
2. Candidates for the Degree must obtain not fewer than 360 credit points. Candidates enrolling during or after 2003/04 must achieve a minimum of 60 credit points from Level 3. Candidates for the Degree with Honours must obtain not fewer than 480 credit points including at least 90 at Level 4.
3. The minimum credit points for the Degree must include credit points from those courses prescribed in Section 1 of the Schedule of Courses annexed to these Regulations.
4. Notwithstanding General Regulations for First Degrees Regulation 7, a candidate who does not attend 65% of the tutorials, or who does not submit required items of coursework, may be refused permission by the Manager of KEY Learning Opportunities to be assessed for that course.
5. Candidates shall not normally be admitted to any Level 3 course unless they have previously obtained 200 credit points. Only under exceptional circumstances may the Undergraduate Programme Committee in Divinity, on the recommendation of the Head of the School of Divinity, Religious Studies and Philosophy, after consultation with the Manager of KEY Learning Opportunities, exempt candidates from this requirement.

6. The minimum 480 credit points for the Degree with Honours must include credit points from those courses prescribed in Section 2 of the Schedule of Courses annexed to these Regulations.

Notes: (1) Admission to all courses at Levels 3 and 4 is with the prior permission of the Head of the School of Divinity and Religious Studies and Philosophy on the advice of the Manager of KEY Learning.

(2) All candidates must normally offer a dissertation in their final year of study.

7. Candidates shall not normally be admitted to the Honours programme unless they have secured the approval of the Head of the School of Divinity and Religious Studies and Philosophy; candidates in the Honours programme may register for courses additional to those prescribed in Section 2(c) of the Schedule of Courses only after consultation with the Head of the School.
8. Candidates who have complied with the terms of Regulations 1 to 7 above, and with the General Regulations for First degrees, shall be eligible for the award of the Degree of BTh or of the Degree of BTh with Honours, as appropriate.'

17. Supplementary Regulations for the Degree of Bachelor of Laws (LLB)

Regulation 2

Following the first sentence insert 'Candidates first enrolled during or after 2003/2004 must obtain a minimum of 60 credit points at level 3.'

Delete the paragraph which commences 'Notwithstanding General Regulation 4 (for first degrees)'.

Add a final paragraph as follows:

'For the purpose of this Regulation two half-sessions of part-time study shall be counted as the equivalent of one half-session of full-time study.'

Regulation 10

Following 'previously obtained 240 credit points' insert 'over 2 years of full-time study or its equivalent of part-time study.'

Regulation 11

Add a third sentence as follows: 'The Undergraduate Programme Committee may exclude from the Honours programme any student who fails an element of the Honours programme.'

Regulation 12

For the 'Law Department's staff' substitute 'staff of the School of Law'.

Regulation 17, 18, 19 and 27 (bis)

For 'comply with the Option prescribed for programme year 3' substitute 'pass the courses prescribed for programme year 3 as indicated'.

Regulation 22

Following 'attend courses' insert 'at Grenoble, Lyon University 2 or University of Clermont 1'.

Regulation 23

Following 'Diploma in French Legal Studies' insert 'or Diploma in Legal Studies'.

Regulation 23, 39 and 56

For 'graduate' substitute 'continue'.

Regulations 40, 41, 42, 43 and 44 (iii)

Following 'University of Deusto' insert 'or the University of Seville'.

Regulation 43

In the first sentence for 'required assessments as listed' substitute 'assessments specified'.

For the second sentence substitute 'Candidates who comply with the specified requirements in respect of the University of Deusto or the University of Seville shall be awarded the Certificate in Spanish Law by that University.'

Regulation 46

Following 'Deusto' insert 'or Seville' (bis).

Regulation 52

Following 'courses' insert 'approved under Regulation 51'.

Regulation 54

Following 'Regulation 53' insert '(ii) and (iii)'.

Regulation 55

Following 'attend courses' insert 'at Aarhus, Helsinki, Leuven or Maastricht'.

18. Regulations for the Degrees of Bachelor of Medicine and Bachelor of Surgery (MBChB)

Regulation 6

In the existing Regulation, for 'Schedule of Courses' substitute 'Schedule of Prescribed Degree Assessments'.

Regulation 7

In the existing Regulation, for 'Schedule of Courses' substitute 'Schedule of Prescribed Degree Assessments'.

Regulation 10 (ii)

In the existing Regulation, for 'period' substitute 'Phase'.

Regulation 14

For existing regulation substitute the following:

'Any health, conduct, behaviour or other issue that could bear on a candidate's suitability or fitness to practise medicine will be investigated by the UPC (Medicine) Fitness to Practise Committee. However, where such a case relates to a matter falling within the Code of Practice on Student Discipline, it may be referred to the Fitness to Practise Committee only after procedures under that Code are exhausted and an allegation has been admitted or found to be proved. The Senatus Academicus, on the recommendation of the UPC (Medicine) Fitness to Practise Committee, may suspend or terminate the studies of candidates for the Degrees of MBChB who, following a proper process of investigation, are judged not "fit to practise". In exceptional circumstances only, the University may suspend the matriculation of, or exclude from specified activities of the University, candidates whose case has been referred to the Fitness to Practise Committee pending consideration of their case. In all cases, any such suspension or exclusion shall be subject to the procedures detailed in the University's Code of Practice on Student Discipline, as these are prescribed by any Resolution of the University Court in force at the relevant time. The Fitness to Practise Committee

also has the power to consider the case of graduates of the University with the Degrees of MBChB who may be referred to it by the Postgraduate Dean during their period of Pre-Registration House Officer training.'

Regulation 17 (i)

In the existing regulation, for '60 credits', substitute '360 credit points'

19. Supplementary Regulations for the Degree of Bachelor of Science in Health Sciences (BSc Health Sci)

Regulation 5

To the existing Regulation, add 'Health Sciences (Health and Women's Studies).'

20. Degrees of Doctor of Medicine (MD) and Master of Surgery (ChM)

Regulation 10

To the end of the existing regulation add 'Only one resubmission of a thesis will be permitted.'

21. General Regulations for Taught Postgraduate Awards

Regulation 8

To the end of the existing regulation add 'Candidates on postgraduate conversion programmes, approved as such by the Academic Standards Committee (Postgraduate), and where exemption has been specifically approved by the that Committee, are permitted to resit a first half session course or courses worth no more than 20 credit points, a course or courses worth no more than 40 credit points over the first and second half-sessions of the programme taken together, or a course or courses worth no more than 60 credit points over the duration of the programme. This permission excludes the project/dissertation where the project/dissertation is a compulsory element of assessment.'

22. General Regulations for Research Postgraduate Awards

Regulation 19

To the end of the existing regulation add 'The oral examination will normally take place only when a thesis is first submitted. Where a thesis has been resubmitted a second oral examination will be held only if the Academic Standards Committee (Postgraduate) approves a proposal to that effect, normally on the recommendation of the examiners.'

Regulation 24

For the existing regulation substitute the following

'The Academic Standards Committee (Postgraduate), having considered the reports of all the examiners appointed, may: (i) decide that the thesis be sustained, if appropriate subject to minor corrections; or (ii) decide that, though it is unable to recommend that the thesis be sustained, a candidate may re-submit it for the same degree in a revised form within a stated period which shall not exceed twelve months; or (iii) decide that a candidate, whose thesis does not meet the standards for the degree as specified in Regulation 23 but which does meet the standards specified in Regulation 23 for another degree appropriate to the discipline in which the candidate is registered, be awarded the latter degree without further examination; or (iv) decide that the candidate may re-submit the thesis for another degree appropriate to the discipline in which the candidate is registered in accordance with the conditions laid down under (ii) above; or (v) decide that the thesis be not sustained. Where a candidate has failed to meet the standards required for award of any degree but has produced work which, in the opinion of the Examiners, is of sufficient merit to warrant formal recognition, it shall be in the power of the Examiners to recommend the award of a Certificate of Postgraduate Research Studies in the discipline concerned. When the thesis is resubmitted (sub-section (ii) above), the examiners, who shall normally be those appointed to examine the original submission, shall proceed in accordance with sub-section (i), (iii) or (v) above. Only one re-submission of a thesis will be permitted, irrespective of the degree being considered.'

