Title of Programme/ Name of Regulation: PGDip in Sleep Medicine

Brief note about nature of change: Minor amendments to assessment and dates of resubmissions. New addition to incorporate assessment of essays submitted for credit prior to enrolling on the PGDip programme.

Location of change

In Examination Regulations 2016: https://www.admin.ox.ac.uk/examregs/2016-17/pdinsleemedi/

Effective date

For all students on course from MT2017, for first examination in 2017-18.

Detail of change

1. Amend clause 6 by removing point (ii) and re-numbering the following points in clause 6 accordingly:

6. Every candidate for a Postgraduate Diploma award will be required to satisfy the examiners in the following:

(i) attendance at all modules specified in the Schedule;

(ii) adequate completion of formative coursework;

(iii) completion of each of the MCQ examinations prior to the Final Meeting of the Board of Examiners;

(iv) submission of eight essays of not more than 4,000 words each, relating to each of modules (i) to (viii). Two essays will be submitted at the end of Hilary Term in each year of the course, and two essays will be submitted at the end of Trinity Term in each year of the course, on dates to be specified by the Course Committee and published in the course handbook no later than the start of Michaelmas Term of the first year of the course. Each essay topic will be selected by the Board of Examiners. The essay topics will be distributed to the students at the start of Michaelmas term.
of the academic year in which the examination is taken;

(iv) attendance at the Residential School following at least 2 terms of study.

2 Amend current clause 10 to change submission time/date:

10. Candidates who fail to satisfy the examiners in the extended essays will be permitted, by 12 noon, Friday 2pm, Thursday of Week 8 of the term following the term in which the results were notified to the candidate, to resubmit work in respect of the part or parts they have failed on not more than one occasion.

3. Add in clause 12 to take into account candidates who have completed modules for credit prior to admission to the PGDip programme.

12. In the case that a candidate has undertaken a module (as outlined in the Schedule) for credit prior to enrolling onto the PGDip in Sleep Medicine programme, the organising committee shall have discretion to deem satisfactory completion of the module (including the associated assessment material) prior to registration for the PGDip in Sleep Medicine. The organising committee shall decide if the candidate has met the attendance and examination requirements in respect of that module under 6.i-iii above. Such discretion will normally only be exercised if the time elapsed between commencement of the accredited module concerned and registration for the PGDip in Sleep Medicine is not more than three years. The maximum number of modules taken for credit prior to registration for the PGDip in Sleep Medicine that can contribute to the achievement of the award shall be three.

Explanatory Notes

The changes to clauses 6 and 10 aim to clarify the assessment submission process. These changes have been introduced following discussions with the Registry, Department of Continuing Education who administer the submission of examinable material and student status administration for the MSc in Sleep Medicine.

The addition of clause 20 aims to incorporate examinable data from students who take individual modules for continuing professional development credit into the PGDip programme. Students are permitted to take a maximum of three modules for credit. The submission of the extended essay for that module will be assessed by the exam board at the time the module is completed. The student will have completed an MCQ and acquired the attendance requirement. If a student has completed a module(s) for credit and wishes to apply for the PGDip, the organising committee will decide if the completion of that module(s) and associated assessment is satisfactory and can be used as part of the PGDip assessment requirements. This regulation is similar to that used by the MSc in Evidence Based Health Care, a course that also incorporates units taken for credit into a subsequent post graduate taught programme.