

## Regulations for the Award of the Diploma of the Imperial College London

1. The Diploma of the Imperial College London (DIC) will be awarded to students of the College who have satisfactorily completed a minimum of one year's postgraduate work consisting of research and/or advanced study, and have complied with the requirements of the College, including payment of required College fees. (1)
2. Candidates seeking registration for the DIC must hold at least a Second Class Honours degree of a UK University, or equivalent qualification, or their educational background should be of comparable standard by virtue of professional experience and other compensatory factors, as determined by the College authorities. (2)
3. Candidates for the DIC by research should apply for registration on the appropriate form within three months of entering upon the course (3). Candidates who are following an advanced course leading to the DIC or who are simultaneously applying for registration for a higher degree of the College will, if that registration is approved, be automatically registered for the DIC: such candidates are not, therefore, required to complete a DIC registration form.
4. All courses of study or research must be properly supervised. With the agreement of the Departments/Divisions concerned a student may work in more than one Department/Division of the College.
5. The work should be carried out at the Imperial College except in cases where a student is registered also through the College's Partner Research Institution Scheme or with the University of London's Public Research Institution and Industrial Research Laboratory Scheme (4).
6. With the consent of the Supervisor and of the College authorities a student may be granted study leave from College to collect material or to study elsewhere; the student should normally spend a minimum period of six months in attendance at College.
7. A student registered for the degree of MSc, MRes, MBA, MPH, MEd, MPhil, PhD, MD (Res) and EngD shall automatically be awarded the DIC upon successful award of the particular degree.
8. The assessment for the DIC shall be by dissertation in the case of research or by a combination of examination methods in the case of an advanced course, in accordance with the appropriate course requirements.
9. Assessment for a DIC awarded on the basis of a course of advanced study shall be by a Board of Examiners, which shall include one member external to the course appointed by the College authorities. Assessment of dissertation for a Diploma awarded for research shall be by two persons, other than the Supervisor or Mentor, at least one of whom shall be external to the College, approved by the College authorities (5). The assessors will examine the candidate by a *viva voce* examination. A dissertation for a DIC must be the candidate's own work and any quotation from the published or

unpublished works of other persons must be duly acknowledged. It shall be either a record of original work or an ordered and critical exposition of knowledge in an existing field.

10. Recommendations for the award (or otherwise) of the DIC shall be made (a) by the Board of Examiners in respect of work on an advanced course or (b) by the Assessors for a student qualifying by research.
11. Except in cases approved by the College authorities no award shall be made to a candidate who has not presented the dissertation, or any other work required, within a period of two years after completing the course of research and/or advanced study.
12. A candidate on an advanced course who fails the DIC shall be permitted to re-enter the examination on payment of the appropriate fee; re-entry shall normally be at the corresponding examination a year later (6).
13. A candidate for the DIC by research may be required by the examiners to resubmit the dissertation in a revised form within a specified period for further examination, on payment of the appropriate fee. A candidate for the DIC by research who fails the resit examination will not be permitted to re-enter further but may apply to register de novo for a further course of study leading to the submission of a fresh dissertation (7).
14. A candidate submitting for a DIC by research must present a dissertation in a final form in an electronic format conforming to the instructions issued by the Academic Registrar. After the examination has been completed and before the DIC is awarded, successful candidates are required to submit to the Registry, for lodging in the College's Digital repository, one copy of the dissertation in electronic format and one hard copy bound to the specification in the instructions issued by the Academic Registrar.
15. Students are required to authorise the College to permit any dissertation and essay or project report arising from their work at the College to be consulted, borrowed or copied for private study or research. Candidates who wish to retain personally, for a limited period, the sole right to grant permission to consult, borrow or copy their work must obtain the agreement of the Supervisor and the approval of the appropriate College authorities. Approval is subject to the agreement of the appropriate Graduate School and will be given only in special circumstances and for a period not exceeding two years. Acceptance of place as a student at the College is deemed to imply acceptance of these conditions.

## NOTES

1. Members of College and NHS Staff working at the College, other than those conducting full-time research work on the topic of the DIC dissertation, and others working part-time for the DIC must attend for a minimum period of two years.
2. In all cases, the College authorities mean at present the appropriate Graduate School Committee.
3. Applications for retrospective registration will only be considered in exceptional circumstances and if fully supported by the Head of Department or Division.

4. Students working for the DIC under the terms of paragraph 5 should note that no restriction may be placed on the presentation for examination of a thesis or dissertation by the partner or public research institution or industrial laboratory concerned.
5. In the case of a student who is also entering for a higher degree the external examiner appointed to examine the higher degree will act as the assessor for the DIC.
6. Failure at the MSc, MRes, MBA, MPH and MEd examination will also constitute failure at the DIC examination.
7. Failure at the MPhil/PhD, MD(Res) and EngD examination will also constitute failure at the DIC examination.