

## Regulations for the Award of the Doctor of Science (DSc) Degree

### 1 General Information

A DSc (Higher Doctorate) is awarded only for published work of an exceptional standard containing original contributions to the advancement of knowledge and learning which has given the candidate international distinction in their field of study. The published work should provide evidence of:

- (a) a sustained and consistent contribution over a number of years; *and*
- (b) a reasonable degree of coherence which helps to establish a candidate's distinction in their field of study; *and*
- (c) the originality of the candidate's contribution to their field of study; *and*
- (d) seminal publications which have led to extensions or developments by others.

### 2 Conditions for Entry and Award

2.1 A candidate for a DSc must either:

- (a) have previously obtained a degree through Imperial College<sup>1</sup> or
- (b) be of not less than two years' standing as a member of the academic staff of Imperial College

2.2 No submission for a DSc will be accepted from a person who is a candidate for a comparable award of another institution.

2.3 A candidate who has been unsuccessful in the submission for a DSc at Imperial College is permitted to submit subsequently a DSc on one occasion. Further re-entry will be at the discretion of the Senate only, on the advice of the DSc Committee.

2.4 Where a candidate is incorporating in their submission work for which a degree has previously been awarded, any such work must be clearly indicated.

2.5 The term 'published work' is defined in these regulations as work produced in hard copy or digital format and traceable through catalogues or bibliographies and available to the general public through normal channels either at the time of application or in the past.

2.6 Unless otherwise determined by the Senate after consultation with the DSc Committee, the portion of the work submitted that is deemed by the candidate to be the most important contribution to

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<sup>1</sup> A candidate must have obtained a degree either awarded by Imperial College or awarded by the University of London for study undertaken at Imperial College or at one of the institutions that have merged with Imperial College.

scholarship must have been written in the English Language. Where work is submitted that is written in a language other than English the candidate must supply a certified English translation.

- 2.7 When a candidate submits conjoint work, a satisfactory and verifiable statement must be provided explaining fully the extent to which they were responsible for the initiation, conduct, and direction of the work.
- 2.8 A candidate is required to provide a statement (generally 10 to 12 pages of A4 is expected) of how the publications submitted have contributed to knowledge in the field of study concerned, indicating those publications which they consider to be particularly significant.

### **3 Entry to Examination**

3.1 Candidates must complete a form of entry obtainable from the Academic Registrar. The completed form must be returned with the prescribed fee together with:

- (i) A curriculum vitae
- (ii) an electronic copy of the list of publications, which the candidate is submitting. The list must:
  - (a) number the publications in order of listing;
  - (b) group papers by subject area, where appropriate;
  - (c) indicate for each item the date, title and source of publication and be arranged in two sections:
    - (i) works of which the candidate is sole author, and
    - (ii) conjoint work.

Within these sections the publications should normally be listed chronologically but may be arranged in groups if this is more appropriate to their content, in which case the order should then be chronological within each group;

- (d) list authors' names in the same order as printed on the publications;
  - (e) indicate the first and last page number of each publication listed;
  - (f) indicate work previously submitted successfully for any other degree (naming the degree and the University of award).
- (iii) an electronic copy of the statements required under paragraphs 2.7 (if applicable) and 2.8 above.
  - (iv) 3 sets in hard copy soft bound in a purple cover of the publications listed. The sets should correspond exactly with the list, being arranged in the same order and identically numbered. Each hard copy should include the candidate's cv, their statement as required under paragraph 2.8 above and the list of publications submitted.

#### **4 Conduct of Examinations**

- 4.1 The award of the DSc will be on the basis of the candidate's publications (normally the 20 most significant publications).
- 4.2 An application for entry to the DSc shall initially be scrutinised by the DSc Committee whose role will encompass 4 stages: -
- (a) Initial vetting of the application to establish if it can proceed
  - (b) Placement of the application with the appropriate Faculty Review Panel
  - (c) Communication with the external referees (chosen by the Faculty Panel)
  - (d) Discussion of the referees' comments and final decision on the award of the degree
- 4.3 If the DSc Committee agrees that an application can proceed, the Board will refer the application to the relevant Faculty Panel which will select and recommend to the Board three external referees to examine the candidate's statement and publications. If the DSc Committee determines that an application cannot proceed, a proportion of the prescribed fee will be refunded.
- 4.4 The DSc Committee will determine whether the conditions of the award of the DSc have been met in the light of the individual reports from the three external referees.

#### **5 Notification of Results and Award of Degree**

- 5.1 Every candidate will be notified by the Academic Registrar whether or not they are to be recommended for the award of the degree.
- 5.2 A diploma under the Seal of Imperial College shall be subsequently delivered to each candidate who has been awarded the DSc degree.
- 5.3 If an electronic version of a DSc submission is presented to the Library, the Library will add a digital copy of the DSc submission, consisting of the author's review, contents list, bibliography, to Spiral (the College's digital repository) where it shall be freely accessible to all. The College Archives will add to their collection a print copy of the submission for which the DSc has been conferred. The Library recommends that the author also adds a copy of each of the published works to Spiral via Symplectic (subject to copyright regulations).
- 5.4 Appeal Procedure: *to be drafted in relation to procedural irregularity only.*

#### **6 Re-entry to Examination**

A candidate who fails to qualify for the award of a DSc will be required on re-entry to comply with the regulations in force at that time.