



## **Regulations and Procedures for the award of Doctor of Philosophy by Previous Published Works.**

**These regulations and procedures should be read in conjunction with Regulations for the award of the University's degrees of Master of Philosophy, Doctor of Philosophy, and Professional Doctorate.**

**June 2015**

### **PhD (by Previous Published Works)**

- 1.1 The PhD (by Previous Published Works) degree is awarded on the basis of submitted publications, reports and other publically reviewed creative works and artefacts as defined and formally recognised by the appropriate subject, disciplinary area or professional association.
- 1.2 Work submitted for consideration must be published, or if creative works and artefacts, reviewed in the public domain. In exceptional circumstances the status of some of the work may be that it is accepted for publication and not yet published.
- 1.3 The submission shall be made up, as appropriate, of a collection of books, articles, chapters, reports and/or other creative works and artefacts which together form a coherent contribution to research. Each publication would normally be expected to be eligible for a publicly-registered ISSN/ISBN number.
- 1.4 The work must include a substantial proportion of peer-reviewed work. Joint publications are acceptable, subject to a clear statement as to the nature and extent of the relative contributions of each author.
- 1.5 The submission as a whole must demonstrate that it makes a significant original contribution to knowledge in its field and that the quality and research effort is comparable to that expected of a PhD by Research.

### **Candidate's Eligibility**

- 2.1 Candidates meeting the following criteria may, at the discretion of the School Research Committee, be allowed to apply for the award of the degree of PhD (by Previous Published Works).
  - a. The award of the degree of Doctor of Philosophy by Previous Published Works shall be open to all members of staff of Glasgow Caledonian University who do not already hold a doctoral degree in the same or cognate discipline or area of research and to external applicants who can demonstrate a publication record or creative works/artefacts reviewed in the public domain of appropriate quantity and quality to benefit from this form of doctoral study.

AND

- b. Must not submit material published more than ten years prior to the date when they are given permission to register for the degree. In the case of creative works and artefacts, the ten year limit does not apply as this type of contribution is not likely to become out of date.
- 2.2 Permission to register will not be granted to applicants who are in a position to submit for the PhD by Research or other professional doctorate or who already possess a PhD.

### **3. Application Process**

- 3.1 Applicants must apply to the Admission Office using the Postgraduate Research application form

<http://www.gcu.ac.uk/study/postgraduate/researchdegrees/howtoapply/>

- 3.2 Candidates may apply at any time during the academic year.
- 3.3 The applicant should initially submit the following documentation:
- a. Application Form
  - b. CV
  - c. Published works: A bibliographic list of the published works to be assessed including ISSN/ISBN numbers and copies of the Published Articles/Books/chapters/reports/creative works/artefacts (see 4.3).
  - d. A 500-word abstract.
  - e. Research summary proposal: A synopsis outlining the proposed PhD by Previous Published Works thesis giving the nature and significance of the work to be submitted and its contribution to knowledge in its field. It should be no more than 5000 words in this first initial assessment phase. The expectation is that the research summary proposal will be developed into the final critical review or PhD (by Previous Published Works) thesis once approved at the initial assessment stage.
- 3.4 Initial Assessment. The School (School Research Committee/PGRT) will appoint an internal assessor to give an opinion on the appropriateness of the submission. The assessor should be a subject specialist. The internal assessor is not expected to examine the submission, but is asked to assess whether or not the submission has the potential to meet the criteria for the award of PhD and is therefore, prima facie worthy of examination. The assessor is asked to complete an internal assessor's report which should include review along the following lines:
- a. Does the proposed submission form a coherent whole?
  - b. Does the proposed submission show a sound command of established knowledge in the field and make a significant contribution to the field?
  - c. Has the submission involved a similar amount of time and effort as a PhD by research at a comparable stage of development?
  - d. Does it meet the criteria in the University's regulations for a higher degree?
  - e. Does the proposed submission appear appropriate, based on the above? Can a prima facie case of examination be made?
- 3.5 The School Research Committee will consider the merits of the application on the basis of the list of works submitted for examination and the internal assessor's report.

- 3.6. The School Research Committee will complete the admission decision card and return it to the Admissions office. If the applicant's candidature is approved, an unconditional offer of a place will be sent to the candidate and the School will appoint a supervisor, or where deemed appropriate, 2 supervisors, to assist the candidate. This person may or may not be the original internal assessor.

#### **4. Registration and Submission**

- 4.1 The registered candidate may submit for the examination of the degree at any time after formally registering on the degree - the maximum time allowed for registration on the degree is one year.

- 4.2 The Candidate must submit to the School Research Committee an RDC 5 form (Examiner Approval) complete with an abstract, a critical review, and a portfolio of work within 12 months of registration. These documents should meet the following requirements:

- a. Abstract  
The abstract may be the same, or based upon, the synopsis provided at the initial assessment phase, and should fit onto one page of A4.
- b. Portfolio of published works
  - i. The submitted portfolio of published research must add up to a substantial and coherent body of work which would have taken the equivalent of three years of full-time study to accomplish. The portfolio typically may consist of either one or two books or six refereed journal articles or research papers, depending on the subject discipline, or the equivalent in creative works and artefacts, which are already in the public domain. The quantity of published works submitted should be similar to the number of published works expected to result from an equivalent PhD by Research thesis in the subject discipline.
  - ii. The candidate should not submit material published more than ten years prior to the start date. In the case of creative works and artefacts, the ten year limit does not apply as this type of contribution is not likely to become out of date.
- c. Critical Review  
The critical review should:
  - i. Include an introduction and conclusions
  - ii. Summarise the aims, objectives, methodology, results and conclusions covered by all the submitted work in the portfolio;
  - iii. Indicate: for example the philosophical/ methodological/ analytical approach to the critical review of the publications, how the publications form a coherent body of work, the interrelationship between the submitted publications, - what contribution the candidate has made to this work, how the candidate's research

ideas have developed in the portfolio, how the work contributes significantly to the expansion of knowledge, what impact the work has had in its field, and if applicable, what impact the work has had on society and people;

- vi normally include a reflective element on the development journey of the candidate's research
- v. Be at least 10,000 words in length, but not more than 25,000 words in length.

#### Declarations of the extent and nature of joint or multi-authorship

- d. The candidate must either be the sole author of the portfolio of published work or must be able to demonstrate in the critical review of the submitted work that s/he has made a major contribution to all of the work that has been produced by more than one author. Where appropriate a signed declaration of the extent and nature of joint or multi-authorship must be appended together with a statement from each joint or co-author indicating their agreement with the claims to independent work. Enquiries on the ownership of joint or multi-authored work will be a valid aspect of the viva voce examination.

- 4.3 The total submission, including the critical review and portfolio of published research should not normally exceed 80,000 words. The total submission must be bound together for the examination.

### **5. Assessment and Examination**

- 5.1 On receiving the completed RDC 5 form and accompanying documentation, the School Research Committee will approve the examiners and forward the application to the Higher Degrees Committee for ratification. The normal PhD by Research examination processes will then follow. The candidate will undertake a *viva voce* examination. Membership of the examining panel will be in accordance with the University's regulations for higher degrees with the addition of a member of HDC, nominated by the Chair of that Committee, who will act as an examining chair. The role of the examining chair is to establish the contribution of the candidate to work having joint authorship and to ensure that the quantity of work is appropriate for the subject discipline and equivalent to that expected of a doctoral thesis in the subject area.
- 5.2 An unsuccessful submission for the degree of PhD by previous published works will not be eligible for the award of MPhil in lieu. Unsuccessful candidates will be permitted to resubmit only after a minimum period of two years and after they have produced further publications or creative works in their field of research.