ACADEMY OF OXFORD INTERNATIONAL

Postgraduate Regulations

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Chapter One: General Provisions

Article 1: Title of the Regulations

These Regulations shall be known as the **Postgraduate Regulations of Academy of Oxford International**. They establish the general organisational framework for postgraduate programmes and set out the fundamental principles governing admission, study, assessment, academic research, and programme completion.

Article 2: Objectives

These Regulations aim to:

1. Establish a unified academic and organisational framework for the Academy's postgraduate programmes.
2. Define the general principles governing academic levels, qualifications, and programmes.
3. Regulate the relationship between students and the Academy in academic matters.
4. Support the quality of education, assessment, and academic research.
5. Promote transparency, fairness, and consistency in academic decisions and procedures.
6. Provide an organisational basis for the development and periodic review of programmes.

Article 3: Scope of Application

These Regulations apply to postgraduate programmes offered or administered by the Academy, students enrolled in those programmes, and the academic and research activities associated with them.

Each programme shall be governed by its approved programme specification and the relevant detailed regulations and policies.

Article 4: General Academic Principles

The Academy's postgraduate framework shall be based on academic quality, research integrity, transparency, equal opportunity, respect for student rights, responsible teaching, assessment and research, and continuous improvement of academic practice.

Article 5: Definitions

For the purposes of these Regulations, the following terms shall have the meanings set out below:

1. **The Academy:** Academy of Oxford International.
2. **Postgraduate Study:** Educational programmes beyond the first university degree level, according to the classification and requirements of the relevant programme.
3. **Student:** A person admitted and registered on a programme offered by the Academy.
4. **Programme:** A defined course of study with an identified title, level, objectives, content, and completion requirements.
5. **Programme Specification:** A document setting out a programme's objectives, learning outcomes, modules or units, assessment methods, and completion requirements.
6. **Academic Supervisor:** A person assigned to provide academic guidance or supervision according to the nature of the programme.
7. **Assessment:** The methods used to measure achievement of the programme's learning outcomes and requirements.
8. **Competent Authority:** The person, unit, or committee authorised to make an academic decision within the scope of its delegated powers.

Chapter Two: Academic Levels and Programmes

Article 6: Levels of Study

The Academy may offer programmes at the following levels, as determined and specified in the relevant programme documentation:

1. Diploma.
2. Higher Diploma.
3. Mini Master's.
4. Master's.
5. Doctorate.

The specification for each programme shall identify the resulting qualification or award, its level, objectives, admission requirements, and completion requirements.

Article 7: Nature of Programmes

Programmes may be academic, research-based, professional, or applied, according to their objectives and content. Their nature shall be clearly stated in the relevant programme specification.

The scientific content, intended skills, assessment methods, and completion requirements shall reflect the nature of the specialisation.

Article 8: Academic and Technical Specialisations

The Academy focuses on programmes and specialisations within its academic scope, including technical and other related fields in accordance with the programmes it establishes.

Each programme shall define its academic and professional scope and its intended learning outcomes. The inclusion of a broad field within the Academy's scope does not, by itself, establish that a specific programme is available unless that programme has been separately developed and specified.

Article 9: Distance Learning

The Academy may deliver programmes remotely through approved digital methods and online platforms, as appropriate to the nature and requirements of each programme.

The programme specification shall identify the methods of content delivery, academic interaction, student communication, assessment, and supervision as necessary to achieve the intended learning outcomes.

Article 10: Modes of Study

Programmes may be organised on a Full-Time or Part-Time basis, where these options are available.

The mode of study determines the organisation of the academic workload and timetable. It does not, by itself, change the academic level or the essential requirements of the qualification.

Chapter Three: Admission and Registration

Article 11: Admission to Programmes

Admission shall be determined by the requirements of the specific programme, following verification that the applicant meets the relevant academic conditions and documentation requirements.

Submitting an application alone does not confer an entitlement to admission or registration.

Article 12: Admission Requirements

Admission requirements shall be determined according to the programme's level, nature, intended outcomes, and prerequisite requirements. They may include previous academic qualifications, field of study, relevant experience, a curriculum vitae, or other documents specified in the programme documentation.

Article 13: Accuracy of Information and Documents

Applicants and students shall provide accurate information and valid documents. The Academy may verify submitted information and documents in accordance with its approved procedures.

The submission of misleading information or falsified documents shall be dealt with under the relevant regulations.

Article 14: Registration and Academic Records

An academic record shall be established for each admitted student. It shall contain the student's essential information, registered programme, required documents, academic decisions, results, and other relevant records.

Such information shall be retained and used in accordance with the Academy's applicable recordkeeping and information-protection rules.

Article 15: Programme Changes, Suspension of Study, and Withdrawal

The Admission and Registration Policy shall establish the procedures and conditions for changing a programme, suspending study, or withdrawing, together with the academic and administrative consequences of each case.

Relevant decisions shall be made in accordance with the prescribed procedures and delegated authority.

Chapter Four: Study Organisation and Academic Progress

Article 16: Programme Specifications

Every programme shall have a specification identifying its title, level, objectives, learning outcomes, academic content, admission requirements, assessment methods, and completion requirements.

The specification shall serve as the primary reference for determining the academic obligations specific to the programme.

Article 17: Study Plan

The study plan shall identify the educational or research components that students must complete, their sequence where applicable, and the requirements for progression between programme stages.

Study plans may differ according to the specialisation, level, and nature of the programme.

Article 18: Study Hours and Academic Workload

Academic workload requirements and the expected period for completion shall be specified for each programme according to its nature and level.

These Regulations do not establish a single number of study hours or a uniform duration applicable to all programmes. Requirements shall instead be determined and clearly stated for each programme.

Article 19: Monitoring Academic Progress

The Academy shall monitor student progress through assessment results, completion of study or research requirements, adherence to the study plan, and any other criteria published in the programme specification.

Detailed regulations shall establish procedures for addressing academic difficulties and any available opportunities for completion or reassessment, where applicable.

Article 20: Academic Guidance and Supervision

The Academy may provide academic guidance or research supervision according to the nature and needs of each programme.

The responsibilities of the supervisor and student, together with communication and monitoring arrangements, shall be specified in the relevant detailed regulations or approved programme arrangements.

Chapter Five: Academic Research, Dissertations, and Theses

Article 21: Research in Postgraduate Programmes

Programmes may include research components, projects, academic reports, dissertations, or theses according to their level, objectives, and learning outcomes as specified in the programme documentation.

Article 22: Research Requirements

The programme specification shall define the nature, scope, methodology, outputs, and assessment criteria of any required research, in a manner appropriate to the programme's academic level.

Article 23: Research in Master's Programmes

Where a Master's programme includes a research project or dissertation, its requirements shall be set out in the programme specification, including its scope, methodology, supervision arrangements, referencing requirements, and assessment criteria.

Article 24: Research in Doctoral Programmes

Doctoral programmes based on research shall require the completion of original research appropriate to doctoral level, in accordance with the programme's requirements for methodology, supervision, assessment, and demonstration of scholarly contribution.

Meeting doctoral requirements shall not be reduced to the accumulation of study hours alone.

Article 25: Research Integrity

Students shall uphold academic honesty, properly acknowledge sources, present data and findings accurately, respect intellectual property rights, and obtain ethical approvals where required by the nature of the research.

The Academic Integrity and Appeals Policy shall govern the handling of suspected research integrity violations.

Chapter Six: Assessment and Programme Completion

Article 26: Assessment Methods

Assessment methods shall be determined according to the nature of the programme and its learning outcomes. They may include examinations, assignments, reports, projects, presentations, discussions, research work, or other appropriate methods.

Article 27: Assessment Criteria

Assessment criteria, pass requirements, progression requirements, and completion standards shall be specified in the programme specification or relevant detailed regulations. Students shall be given sufficient information to understand the assessment requirements.

Article 28: Reassessment and Academic Difficulties

The Study, Assessment and Research Regulations shall govern reassessment, completion of outstanding requirements, and the handling of academic difficulties, according to the programme's nature and published rules.

Article 29: Completion of Programme Requirements

A student shall not be considered to have completed a programme until all prescribed academic and administrative requirements have been satisfied, including assessment and research requirements, where applicable, and any other requirements specified in the programme documentation.

Article 30: Approval of Results and Issuance of Documents

Results shall be approved, and academic certificates or documents issued, in accordance with the Academy's approved procedures and delegated authority, taking account of the programme level, completion requirements, and relevant academic records.

Chapter Seven: Student Rights and Responsibilities

Article 31: Student Rights

Students shall have the right to:

1. Receive clear information about their programme and its requirements.
2. Be treated fairly and consistently in academic procedures.
3. Know the assessment criteria and completion requirements.
4. Access academic guidance available under the programme arrangements.
5. Access the procedures governing complaints, reviews, and appeals.
6. Have their personal information and academic records handled responsibly.

Article 32: Student Responsibilities

Students shall:

1. Comply with programme specifications, regulations, and published instructions.
2. Submit original work and uphold academic integrity.
3. Respect intellectual property rights and information sources.
4. Provide accurate information and update contact details when necessary.
5. Meet study, assessment, and research requirements.
6. Treat supervisors, assessors, and other students respectfully.
7. Protect the confidentiality of data and materials that are not authorised for circulation.

Article 33: Complaints and Appeals

Students shall have access to clear procedures for submitting complaints and appeals concerning academic matters under the applicable regulations.

Such requests shall be considered fairly, decisions shall be documented, and the outcomes shall be communicated to the relevant persons in accordance with approved procedures.

Article 34: Academic Integrity and Conduct

Violations involving cheating, plagiarism, falsification of documents, breaches of research integrity, or other academic misconduct shall be dealt with under the Academic Integrity and Appeals Policy.

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Chapter Eight: Academic Records and Documents

Article 35: Academic Records

The Academy shall maintain the academic records necessary to document admission, registration, academic progress, results, programme completion, and related decisions.

Internal procedures shall establish rules for access to these records, their updating, and the correction of errors.

Article 36: Academic Documents and Certificates

Academic documents shall be issued in accordance with approved procedures and shall accurately reflect the programme, level, and requirements completed by the student according to the Academy's records.

Information contained in such documents shall correspond to the approved academic records.

Article 37: Verification of Documents

The Academy may establish procedures to verify the authenticity of documents it issues and respond to verification requests through its approved mechanisms, while protecting relevant personal and confidential information.

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Chapter Nine: Quality Assurance and Programme Review

Article 38: Quality Assurance

The Academy shall develop appropriate mechanisms to review programme quality, the relevance of learning outcomes, consistency of assessment, and effectiveness of academic procedures, taking account of the nature of its activities and organisational resources.

Article 39: Programme Review and Development

Programmes shall be reviewed periodically or when necessary. Their content, delivery methods, or assessment arrangements may be amended in accordance with approved procedures. Students shall be informed of changes that affect their academic requirements.

Article 40: Academic Consistency

Programme design and development shall take account of the alignment between academic level, objectives, content, assessment, and completion requirements, while maintaining clear distinctions between different programme levels and types.

Chapter Ten: Final Provisions

Article 41: Detailed Regulations and Policies

These Regulations shall be supplemented by the policies governing admission and registration, academic programmes and levels, study, assessment and research, academic integrity and appeals, and any other procedures adopted by the Academy within its remit.

Article 42: Interpretation of the Regulations

The Academy's competent authority shall interpret and implement these Regulations within its delegated powers, with due regard to fairness, consistency, and compatibility with the Academy's other approved regulations.

Article 43: Periodic Review

These Regulations shall be reviewed periodically or as necessary to reflect developments in programmes, academic practices, and institutional requirements.

Article 44: Commencement

These Regulations shall take effect from the date determined by the Academy upon internal approval. They shall apply to postgraduate programmes and students within their scope, in accordance with these Regulations and the supplementary policies.

End of Document

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