ACADEMY OF OXFORD INTERNATIONAL

STUDY, ASSESSMENT AND RESEARCH REGULATIONS

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CHAPTER ONE: GENERAL PROVISIONS

Article 1 — Purpose of the Regulations

These Regulations govern study, teaching, assessment, academic progression and scientific research within the postgraduate programmes offered by the Academy of Oxford International. They establish general principles intended to ensure that academic requirements are clear and consistent with the objectives of each programme.

Article 2 — Scope of Application

These Regulations apply to students registered on postgraduate programmes offered by the Academy, as well as to teaching staff, supervisors, researchers, assessors and relevant administrative personnel, within their respective responsibilities.

Article 3 — Academic Principles

Study and assessment shall be based on content quality, clearly defined learning outcomes, fair assessment, academic integrity, teaching methods appropriate to the nature and level of each programme, and the proper documentation of academic decisions and results.

Article 4 — Responsibility for Academic Administration

The academic bodies designated by the Academy shall organise study, monitor programme delivery and coordinate teaching, assessment and research supervision in accordance with the applicable procedures.

Article 5 — Specification of Academic Requirements

Study, assessment and completion requirements shall be specified in the programme specification or supplementary academic instructions and shall be made available to students before the commencement of the relevant activities or assessments.

CHAPTER TWO: ORGANISATION OF STUDY AND TEACHING

Article 6 — Study Plan

Each programme shall have a study plan appropriate to its objectives, level and content. The plan shall identify the modules, units, learning activities, projects and research requirements applicable to the programme.

Article 7 — Teaching Methods

Teaching methods may include lectures, discussions, guided reading, practical applications, online activities, independent learning, projects, research and other methods appropriate to the programme.

Article 8 — Distance Learning

Programmes or parts of programmes may be delivered through approved digital learning methods. Requirements for accessing learning materials, communicating with academic staff, participating in learning activities and completing assessments shall be explained before study begins.

Article 9 — Learning Materials and Resources

The Academy shall determine the learning resources required for each programme. Such resources shall be appropriate to the programme's level and objectives. Students shall use learning materials and resources in accordance with academic instructions and intellectual property requirements.

Article 10 — Academic Communication

The Academy shall designate official communication channels between students, teaching staff, supervisors and academic administration. Students are responsible for monitoring notices and instructions relating to their studies and responding to academic requests within the specified deadlines.

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CHAPTER THREE: ATTENDANCE, PARTICIPATION AND ACADEMIC PROGRESSION

Article 11 — Attendance and Participation

Attendance and participation requirements shall be determined according to the nature and mode of delivery of each programme. They may include attendance at live sessions, online engagement or completion of specified learning activities.

Article 12 — Compliance with Study Activities

Students shall complete the activities, assignments and projects specified for their programmes within the published deadlines, unless an alternative arrangement has been approved in accordance with the applicable procedures.

Article 13 — Monitoring Academic Progress

The Academy may monitor student progress through assessment results, completion of learning activities, participation, progress reports and other indicators appropriate to the programme.

Article 14 — Academic Delay or Difficulty

Where a student shows signs of academic difficulty or delay in meeting programme requirements, the Academy may take appropriate measures, including academic guidance, requesting a completion plan or referring the case to the relevant authority.

Article 15 — Requests for Academic Adjustments

A student may submit a reasoned request for an alternative academic arrangement, extension or appropriate adjustment where circumstances justify it. Requests shall be considered in accordance with the nature of the programme and the applicable procedures, while maintaining fairness and the essential academic standards.

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CHAPTER FOUR: ASSESSMENT AND EXAMINATION SYSTEM

Article 16 — Purpose of Assessment

Assessment shall measure the extent to which the stated learning outcomes have been achieved, verify the acquisition of required knowledge and skills, and provide a documented basis for decisions concerning passing, progression and completion.

Article 17 — Types of Assessment

Assessment may include written or online examinations, assignments, reports, presentations, projects, practical activities, research or a combination of these methods.

Article 18 — Suitability of Assessment Methods

Assessment methods shall be appropriate to the objectives, level and intended outcomes of the programme. Professional and applied programmes should include suitable evidence of practical competence, while research programmes should reflect the relevant requirements for research, analysis and academic documentation.

Article 19 — Publication of Assessment Requirements

Students shall be informed, as far as practicable and appropriate to the activity, of assessment requirements, criteria, weighting, deadlines and any special conditions before the assessment takes place.

Article 20 — Verification of Student Identity

Appropriate procedures may be used to verify a student's identity during examinations or assessments where verification is necessary, subject to applicable privacy and data-protection requirements.

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CHAPTER FIVE: GRADES, RESULTS AND REASSESSMENT

Article 21 — Performance Assessment Criteria

Performance assessment criteria shall be determined according to the nature, level and objectives of the programme and the relevant assessment. The criteria shall be applied consistently to students undertaking the same assessment.

Article 22 — Recording of Results

Assessment results shall be recorded in the appropriate academic records. Decisions concerning passing, failure or completion of outstanding requirements shall be based on documented evidence and results capable of being reviewed.

Article 23 — Notification of Results

Results shall be communicated to students through the Academy's designated official channels, subject to the confidentiality of personal and academic information.

Article 24 — Reassessment

Reassessment or completion of outstanding requirements may be permitted in accordance with the rules specified for the programme. Where applicable, the permitted number of attempts, deadlines and effect of reassessment on the final result shall be explained.

Article 25 — Review of Results

A student may request a review of an assessment result in accordance with the applicable procedure. The request should identify the grounds for review, such as a procedural or calculation error or failure to apply the published criteria. A review does not necessarily entail a complete academic reassessment or a change to the result.

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CHAPTER SIX: PROJECTS AND SCIENTIFIC RESEARCH

Article 26 — Nature of Research Projects

Programmes may include projects or research studies appropriate to their level and educational objectives. The programme specification shall identify the project's scope, outputs, assessment criteria and submission requirements.

Article 27 — Selection of Research Topic

A research topic shall be appropriate to the programme's field and feasible within the available resources and time. It shall also comply with relevant scientific and ethical standards.

Article 28 — Research Proposal

A research proposal may be required to describe the research problem or question, objectives, proposed methodology, significance of the study, preliminary references and any other elements specified by the programme.

Article 29 — Methodology and Academic Referencing

Research shall follow a methodology appropriate to the research question. Sources, data and ideas derived from the work of others shall be documented in accordance with the referencing style prescribed by the Academy or the relevant programme.

Article 30 — Research Assessment

Research shall be assessed against published criteria appropriate to its level. These may include clarity of the research question, methodological quality, analysis of findings, reasoning, originality where required, and the quality of writing and referencing.

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CHAPTER SEVEN: RESEARCH SUPERVISION AND PROGRESS

Article 31 — Appointment of a Supervisor

For programmes requiring research supervision, an appropriate supervisor may be appointed in accordance with the Academy's arrangements and available resources, taking account of the research topic and its nature.

Article 32 — Responsibilities of the Supervisor

Depending on the programme, the supervisor's responsibilities may include advising on the research scope and methodology, monitoring progress, providing academic feedback and drawing attention to relevant scientific and ethical requirements.

Article 33 — Responsibilities of the Researcher

The researcher shall undertake the research work independently, follow reasonable academic guidance, submit progress reports when required and disclose significant difficulties that may affect the research.

Article 34 — Monitoring Research Progress

Research progress may be monitored through periodic meetings, written reports, interim reviews or research presentations, as specified by the programme. Significant feedback and decisions concerning continuation of the research or changes to its plan should be documented.

Article 35 — Changes to the Research Topic or Supervisor

A request to change the research topic, supervisor or research plan may be submitted where appropriate grounds exist. The request shall be reviewed and approved in accordance with the applicable procedures, taking account of the effect on the timetable and programme requirements.

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CHAPTER EIGHT: RESEARCH ETHICS, SAFETY AND DATA PROTECTION

Article 36 — Research Ethics

Students, supervisors and participants in research activities shall observe ethical principles appropriate to the nature of the research, including integrity, transparency, respect for participants and the avoidance of unjustified harm.

Article 37 — Research Involving Human Participants

Where research involves human participants, personal data or interventions requiring ethical review, the necessary approvals and procedures shall be completed before the relevant activity begins, in accordance with applicable requirements.

Article 38 — Use of Research Data and Materials

Research data and materials shall be obtained, used and stored lawfully and ethically, with due regard to relevant consent requirements, confidentiality restrictions, privacy obligations and data-subject rights.

Article 39 — Safety and Risk Management

For research involving occupational, technical, environmental or health-related risks, relevant risks shall be identified and appropriate measures taken to reduce them before and during the research activity.

Article 40 — Research Misconduct

Suspected fabrication, falsification, plagiarism, data manipulation or other research misconduct shall be addressed in accordance with the Academic Integrity and Appeals Policy and the relevant procedures.

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CHAPTER NINE: ACADEMIC INTEGRITY AND INTELLECTUAL PROPERTY

Article 41 — Commitment to Academic Integrity

Students shall submit their work in accordance with the principles of academic honesty. They shall not present the work of others as their own and shall acknowledge external contributions and sources in accordance with the published rules.

Article 42 — Citation and Use of Sources

Quotations, ideas and data obtained from external sources shall be properly referenced. Students shall also comply with applicable rules concerning the use of images, digital materials, software and artificial intelligence tools where such rules have been specified for the programme or assignment.

Article 43 — Intellectual Property Rights

Intellectual property rights relating to research, projects and learning materials shall be determined in accordance with applicable rules, agreements and legal requirements. Ownership of a student's work shall not be presumed to transfer to the Academy without an appropriate basis.

Article 44 — Confidentiality and Publication

Confidentiality and any legal or contractual restrictions concerning research data and materials shall be respected. Publication or public release of scholarly work shall be subject to any applicable approval, review or data-protection requirements.

Article 45 — Use of Digital Technologies and Tools

Digital tools and artificial intelligence tools may be used in study or research to the extent permitted by the programme's instructions. Their use shall be disclosed where required. Such use does not relieve students of responsibility for the accuracy, originality, reliability and proper referencing of their work and findings.

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CHAPTER TEN: FINAL PROVISIONS

Article 46 — Relationship with Other Regulations

These Regulations shall be read together with the General Postgraduate Regulations, Admission and Registration Policy, Academic Programmes and Levels Regulations, and Academic Integrity and Appeals Policy.

Article 47 — Maintenance of Academic and Research Records

The Academy shall maintain the academic and research records necessary to document study, assessment, progression and completion, in accordance with the applicable record-retention and data-protection procedures.

Article 48 — Interpretation of the Regulations

Questions concerning the interpretation of these Regulations shall be referred to the academic or administrative authority empowered to determine such matters under the Academy's adopted governance procedures.

Article 49 — Review and Amendment

These Regulations shall be subject to review and amendment in accordance with the Academy's approved institutional procedures. Amendments shall be documented, effective dates determined and students and relevant parties notified where appropriate.

Article 50 — Entry into Force

These Regulations shall take effect on the date of formal approval by the Academy's authorised body and shall govern study, assessment and scientific research subject to any transitional arrangements determined by the Academy.

End of Document

Academy of Oxford International
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