

## Course Information Sheet for entry in 2017-18

### DPhil in the Department for Continuing Education



#### About the course

##### Subject areas

The Department for Continuing Education offers part-time DPhil programmes in a number of specific subjects but we admit doctoral students in other areas where we can provide appropriate supervision and research training. Such students are admitted to our DPhil in Continuing Education programme. Admissions are arranged on an exceptional basis and require approval from Education Committee.

##### Supervision, training and support

Supervision on the DPhil is provided by academic staff from the Department for Continuing Education and, in some cases, from other departments within the University of Oxford. Your supervisor(s) will help you to develop a programme of research and writing.

As a student on the DPhil, you will be required to attend a minimum of 30 days of university-based work each year for the duration of your studies, to be arranged with the agreement of your supervisor(s).

You need to be prepared to work independently and to have considerable personal motivation. You are required to have a good general knowledge of the field within which your research falls and of the methods appropriate to the study of this field.

You will be strongly encouraged to participate in seminars and informal meetings with staff and other researchers in the University of Oxford. The major commitment of your time will be to individual study and research, involving wide and intense reading, collection of primary data or other research materials, analysis and writing. You will be expected to attend and to contribute to the wide range of research seminars, conferences and workshops organised in the University.

Each research student becomes a member of an Oxford College.

##### Structure and examination

All DPhils within Continuing Education are taken part-time over a period of between four and eight years.

In common with other DPhil programmes, you will be admitted initially as a Probationary Research Student (PRS). During your PRS period, you will develop your ideas and form a clear plan for your research. You will develop the necessary research skills, with access to a wide range of training and development opportunities offered via the Department for Continuing Education Graduate School, Bodleian Libraries, IT Services and other parts of the University.

During the course of the DPhil degree at Oxford you will need successfully to meet two different milestones:

*Transfer of status:* You apply for a 'Transfer of Status' from PRS to DPhil status between the 6th and the 8th academic term after admission (each academic year at Oxford having three terms). This involves the submission of written work and an interview with two assessors, neither of whom will be your supervisors. This process is to ensure that your work is of potential DPhil quality and that the methodology of the research is appropriate and feasible. After successful completion of the Transfer of Status, you will then undertake a period of research work.

*Confirmation of status:* You will then apply for 'Confirmation of Status' as a DPhil student some time between the 12th and 18th term. This will also involve the submission of written work and an interview with two assessors, neither of whom will be your supervisors. At this stage, the assessors will be checking that your work is on track, reviewing the quality of draft chapters, and the plan for completion of the thesis.

Award of the DPhil is dependent upon completion of a 100,000-word doctoral thesis to the satisfaction of two examiners, neither of whom are your supervisors, and defending that thesis in a formal viva voce with the two examiners. Examiners of a doctorate must be satisfied that the thesis represents a significant and substantial piece of research, is presented in a lucid and scholarly manner and the candidate has a good general knowledge of the field of their thesis.

## **Graduate destinations**

Support in making decisions about graduate destinations will be provided by supervisors and other staff associated with the Graduate School. Many students at the Department for Continuing Education continue to work full-time or part-time while they undertake their doctoral research. You will also have access to the University Careers Service.

## **Changes to the course**

The University will seek to deliver this course in accordance with the description set out in this course page. However, there may be situations in which it is desirable or necessary for the University to make changes in course provision, either before or after registration. For further information, please see the University's Terms and Conditions.

## **Expected length of course**

4 to 8 years

## **Annual fees for entry in 2017-2018**

Fee Status	Tuition fee	College fee	Total annual fees
Home/EU (including islands)	£9,040	£1,511	£10,551
Overseas	£9,040	£1,511	£10,551

The fees shown above are the annual tuition and college fees for this course for entry in the 2017-18 academic year; for courses lasting longer than one year, please be aware that fees will usually increase annually. For details, please see our guidance on likely increases to fees and charges. Tuition and college fees are payable each year for the duration of your fee liability (your fee liability is the length of time for which you are required to pay tuition and college fees, which for this programme is a standard period of up to six years, and a minimum of four years).

Graduate students who have reached the end of their standard period of fee liability may be required to pay a termly University and/or college continuation charge.

The University continuation charge, per term for entry in 2017/18, is currently £228 for part-time students. Please be aware that this will increase annually.

If a college continuation charge applies it is likely to be in the region of £100 to £400 per term. Please contact your college for more details.

## Additional cost information

Please note that you are required to attend in Oxford for a minimum of 30 days each year, and you may incur additional travel and accommodation expenses for this. Also, depending on your choice of research topic and the research required to complete it, you may incur further additional expenses, such as travel expenses, research expenses, and field trips. You will need to meet these additional costs, although you may be able to apply for small grants from your department and/or college to help you cover some of these expenses.

## Living costs

In addition to your fees, you will need to ensure that you have adequate funds to support your living costs for the duration of your course.

The likely living costs for 2017-18 are published below. These costs are based on a single, full-time graduate student, with no dependants, living in Oxford. We provide the cost per month so you can multiply up by the number of months you expect to live in Oxford.

	Likely living costs for 1 month		Likely living costs for 9 months		Likely living costs for 12 months	
	Lower range	Upper range	Lower range	Upper range	Lower range	Upper range
<b>Food</b>	£250	£350	£2,250	£3,150	£3,000	£4,000
<b>Accommodation</b>	£538	£619	£4,844	£5,569	£6,459	£7,425

<b>Personal items</b>	£115	£255	£1,035	£2,295	£1,380	£3,060
<b>Social activities</b>	£40	£119	£358	£1,073	£477	£1,431
<b>Study costs</b>	£38	£83	£338	£743	£451	£991
<b>Other</b>	£22	£45	£196	£407	£261	£543
<b>Total</b>	£1,002	£1,471	£9,021	£13,237	£12,028	£17,649

When planning your finances for any future years of study in Oxford beyond 2017-18, you should allow for an estimated increase in living expenses of 2% each year.

More information about how these figures have been calculated is available at

[www.ox.ac.uk/admissions/graduate/fees-and-funding/living-costs](http://www.ox.ac.uk/admissions/graduate/fees-and-funding/living-costs)