

# The Degree of Doctor of Health Sciences (DHSc – 360 points)

These regulations must be read in conjunction with the General Regulations for the University.

## 1. Version

- (a) These Regulations came into force on 1 January 2022.
- (b) This degree was first offered in January 2022.

## 2. Variations

The Amo Rangahau | Dean of Postgraduate Research may vary these Regulations where special or unusual circumstances warrant it.

## 6. Time limits

- (a) Part I (1 EFTS)
  - i. A student must complete Part I by studying part-time (0.5 EFTS) over 24 months.
- (b) Part II (minimum of 2 EFTS and a maximum of 3 EFTS)
  - i. Part II can be completed either part-time or full-time.
  - ii. If studying full-time, students will be enrolled in 120 points (1 EFTS) per year unless an exemption is granted by the Amo Rangahau | Dean of Postgraduate Research.
  - iii. If studying part-time, students will be enrolled in 78 points (0.65 EFTS) per year.
- (c) The minimum period of enrolment for the degree (i.e., to complete both Parts I and II) is 48 months. The maximum period of enrolment will be calculated based on the points completed.

## 7. Transfers of credit, substitutions and cross-credits

Transfers of credit, substitution and cross-credits are not applicable for this degree.

## 8. Progression

- (a) Enrolment in Part I:
  - i. Once enrolled, a student must successfully complete all requirements for Part I of the degree before progression to Part II.
- (b) Progression from Part I to Part II
  - i. A student must complete all requirements of Part I of the DHSc within 24 months of enrolment unless an extension is approved by Amo Rangahau | Dean of Postgraduate Research
  - ii. A student will not be admitted to Part II of the degree unless they have completed and passed all components of Part I of the degree. If the student does not pass all requirements of Part I, the student's enrolment in the DHSc is discontinued. Work completed may be assessed on a case-by-case basis for credit towards another UC programme.
  - iii. If the student's research involves a contract (other than the Student - Supervisory Agreement), the DHSc proposal must be signed by Te Rōpū Rangahau | UC Research and Innovation.
  - iv. Where the student's research is dependent on the approval of the University's ethics committee(s), or any other committee or organisation, appropriate approval must be sought immediately following completion of the DHSc Part I Portfolio Assessment. Where it is not possible to provide these approvals at the time of the assessment, the Te Kura Tūāwhiri | Graduate School must be informed as soon as the approvals are received.
- (c) Additional coursework during DHSc Candidature
  - i. A student may be required by their supervisors to enrol in specific courses concurrent with their DHSc enrolment, in which case:
    - a. A student will not be charged additional enrolment fees for those courses; and
    - b. Completion of courses to a minimum grade specified by the department will be required for continued enrolment in the DHSc.
  - ii. A student may elect to enrol, concurrent with their DHSc enrolment, in courses not required by their supervisors, in which case:
    - a. A student must have the support of their supervisory team; and
    - b. A student will be charged fees for these courses; and
    - c. Completion of courses will have no bearing on continuation of the DHSc.
  - iii. A student is restricted to one 15-point elective or required course per semester and a total of 60 points during their DHSc candidature.
  - iv. A student may not enrol in other degrees, certificates or diplomas while undertaking the DHSc without permission of the Amo Rangahau | Dean of Postgraduate Research.
- (d) Student-Supervisory Agreement
  - i. Within 24 months of initial enrolment, and at the completion of Part I, a student must submit a Student-Supervisory Agreement for the DHSc for approval by the Tumuaki Tari/Kura | Head of Department/School and Amo Rangahau | Dean of Postgraduate Research.

- (e) Progress Reports
  - i. At six month intervals from the enrolment date for Part II of the DHSc, the student and supervisors must submit a DHSc Progress Report.
  - ii. Unsatisfactory progress may result in the student being put on probation. Continued unsatisfactory progress may result in discontinuation from the DHSc.
- (f) Supervision
  - i. The formal supervisory team must comprise at least two, and no more than four, members nominated in the Student–Supervisory Agreement.
  - ii. Every supervisory team must include a Senior Supervisor who holds a doctorate and is a continuing member of Te Whare Wānanga o Waitaha | University of Canterbury academic staff; and
  - iii. The appointment of, and any changes to, the supervisory team are subject to approval by the Amo Rangahau | Dean of Postgraduate Research.
- (g) Thesis submission
  - i. A student must be enrolled at the time of thesis submission.
  - ii. A thesis must be submitted to the Te Kura Tūra | Graduate School as a PDF file or in a previously agreed format.
  - iii. In all cases the submissions shall be accompanied by a certificate from the Senior Supervisor stating that the work submitted was carried out under their immediate supervision, that the requirements of Part I and Part II of the degree have been fulfilled and, where appropriate, that any conditions laid down in other regulations have been satisfied.
- (h) Examination of the research portfolio (Part I of the DHSc)
  - i. Examination of the research portfolio (Part I of the DHSc) is conducted by two Examiners, one of whom is external to the university, and a neutral Examination Chair.
- (i) Examination of the thesis (Part II of the DHSc)
  - i. Examination of the thesis (Part II of the DHSc) is conducted by two external Examiners supported by a neutral Examination Chair.
  - ii. The Examiners and the Examination Chair must be nominated by the Tumuaki Tari|Kura | Head of Department|School (or nominee) and approved by the Amo Rangahau | Dean of Postgraduate Research.
  - iii. A Tumuaki Tari|Kura | Head of Department|School who is also a supervisor of the student must delegate the nomination of external Examiners to an appropriate independent member of staff.
  - iv. Once Examiners have been nominated, communications with them related to the thesis must occur only through the Te Kura Tūra | Graduate School or the Examination Chair.
  - v. Each Examiner must submit an independent thesis report and recommendation to the Te Kura Tūra | Graduate School.
  - vi. On the receipt of Examiners' reports, the Amo Rangahau | Dean of Postgraduate Research will determine whether the oral examination should proceed.
  - vii. In the event of unresolvable conflicting recommendations by the two Examiners, an independent external Examiner will be appointed.
  - viii. The oral examination must be conducted by at least one Examiner in the presence of the Examination Chair and at least one member of the supervisory team.
  - ix. The student may invite a maximum of two observers to the oral examination.
  - x. The Examination Chair may invite other observers with the prior agreement of the student.
  - xi. Observers must remain silent and not disrupt the examination in any way.
  - xii. The Chair may ask questions of the student, must ensure that questions posed by any absent Examiners are put to the student, and must provide an independent report of the examination.
  - xiii. Members of the supervisory team in attendance of the oral exam must not play a role in deciding the results of the examination. Their default positions are as observers, but where appropriate the Examination Chair may request them to participate.
  - xiv. After the oral examination, the external Examiner must recommend one of the following:
    - a. The student be awarded the Doctor of Health Sciences.
    - b. The student be awarded the Doctor of Health Sciences subject to satisfactory completion of amendments.
    - c. The student be invited to revise and resubmit the thesis for examination.

- d. The student not be awarded the Doctor of Health Sciences but be awarded the appropriate master's degree instead.
- e. The student not be awarded a degree.
- xv. Where a student is required to make amendments to the thesis following the examination, those amendments must be approved by either the Examination Chair or a designated member of the supervisory team. Once approved the student will become eligible to graduate.
- xvi. At any point during the examination process, either the student or supervisor may appeal to the Amo Rangahau | Dean of Postgraduate Research
- (j) Revision and Resubmission
  - i. The revision and resubmission process can only be exercised once.
  - ii. Resubmission must occur in the time approved by the Amo Rangahau | Dean of Postgraduate Research.
  - iii. A student must be enrolled during the time that revisions are taking place.

### 9. Exit and Upgrade Pathways to other Qualifications

- (a) A student may apply to the Amo Rangahau | Dean of Postgraduate Research to transfer to the PhD programme.
- (b) A student for the Doctor of Health Sciences who has not met the requirements for the degree or who wishes to transfer to the Master of Health Sciences, Postgraduate Diploma in Health Sciences or Postgraduate Certificate in Health Sciences may apply to the relevant Amo | Dean to withdraw from the degree and be awarded credit towards the other qualification on a case-by-case basis.

### 10. Place of research and study

Unless approval has been granted at the time of enrolment for extramural study:

- (a) A student must spend at least 18 months undertaking research at Te Whare W nanga o Waitaha | University of Canterbury. With support from the senior supervisor, and approval of the Amo Rangahau | Dean of Postgraduate Research this period may be reduced.
- (b) A student wishing to undertake study away from Te Whare W nanga o Waitaha | University of Canterbury must apply to the Amo Rangahau | Dean of Postgraduate Research in advance and demonstrate that:
  - a. There are adequate research facilities and supervision; and
  - b. There is satisfactory means of communication with the supervisors at Te Whare W nanga o Waitaha | University of Canterbury; and
  - c. Consideration has been given to risks associated with research being conducted at the proposed location.

### 11. Appeals

A student may appeal against any decision made by the Amo Rangahau | Dean of Postgraduate Research as stipulated in the General Regulations for the University.