
Higher Doctorates Statute

Research Policy Group

1 Purpose

This Statute sets out the regulations for admission to and the award of Higher Doctorates at Victoria University of Wellington (the University). It should be read in conjunction with the Higher Doctorates Guidelines for Applicants and Examiners.

2 Organisational Scope

This is a University-wide Statute.

3 Definitions

For the purposes of this Statute, unless otherwise stated, the following definitions shall apply:

Dean FGR	Dean of Faculty of Graduate Research (FGR) and Chair of the Board of the FGR.
Faculty of Graduate Research	The body charged with having general responsibility for and oversight of the University's postgraduate research degree programmes.

4 Statute Content and Guidelines

4.1 Admission

- (a) A candidate for a Higher Doctorate must be:
- (i) a graduate of the University; or
 - (ii) an academic staff member of the University; or
 - (iii) admitted *ad eundem statum*; or
 - (iv) at the discretion of the Dean FGR may have some other long-standing connection with the University.
- (b) No person shall become a candidate for a Higher Doctorate under 4.1. (a) (i) – (iii) until at least five years after graduation to the qualifying degree.

4.2 Award

- (a) The Higher Doctorates which may be awarded are Doctor of Commerce (DCom), Doctor of Literature (DLitt) (formerly LitD), Doctor of Music (DMus), Doctor of Laws (LLD) and Doctor of Science (DSc).
- (b) A Higher Doctorate may only be awarded for a substantial body of published work which:

- (i) indicates a record of excellence in research or creative achievement;
- (ii) shows the candidate to be a distinguished leader in the relevant field; and
- (iii) provides an original and prestigious contribution to the relevant field.

4.3 Application Process

- (a) A candidate for the degree must forward to the Dean FGR an application accompanied by the application fee specified in the [Fees Statute](#).
- (b) Every application shall consist of:
 - (i) Four copies of the published work on which the candidature is based.
 - (ii) Four copies of a table of contents, giving full bibliographical references.
 - (iii) A signed statement by the candidate that none of the material submitted has formed part of material accepted for any degree or diploma in this or any other university, and that none of the material is concurrently being submitted for any degree or diploma in this or any other university.
 - (iv) If joint work is submitted, a statement in regard to each piece of joint work or where appropriate, each joint programme, as to the precise nature of the candidate's contribution to it (including contributions to the conception, experimentation or analysis, writing process, and administrative direction).
 - (v) Four copies of a curriculum vitae indicating, at least, the date of the qualifying degree (if applicable), positions held, honours granted and other publications.
 - (vi) Four copies of a statement, not exceeding 3,000 words, describing how and why this material is thought to meet the requirements for a Higher Doctorate.
- (c) When an application for a Higher Doctorate is received, the Dean FGR will appoint an *ad hoc* Committee of not fewer than three persons, including the Head of the relevant School or Schools, unless such a person is the candidate for the degree. This committee will report to the Dean FGR in the following terms:
 - (i) The Committee considers the submitted material to be worthy of examination for the degree, in which case they will recommend suitable examiners; or
 - (ii) The Committee does not consider the submitted material to be worthy of examination for the degree, in which case they will set out briefly the points on which it fails to meet the requirements for examination.

4.4 Examination

- (a) If the Dean FGR determines that the examination shall proceed, the candidate's work shall be forwarded to three examiners, each of whom must be an authority of international standing in the relevant area. The examiners will:
 - (i) report independently on the quality of the work according to the criteria specified in 4.2 (b); and
 - (ii) recommend whether or not the degree should be awarded.
- (b) Where the examiners recommend that the degree should not be awarded, they may recommend that the candidate resubmit the work in a revised form or in a form supplemented by additional published work. A resubmission will incur a further examination fee, and will normally be re-examined by the same examiners.

- (c) On the basis of the examiners' reports, the Vice-Provost (Research) will determine whether the degree should be awarded.
- (d) Examiners will be permitted to retain their copies of the material submitted for examination.

4.5 Conferment of the Degree

- (a) Where the decision has been made to award the degree, one copy of the submitted work must be deposited in the University Library.
- (b) The degree will be conferred at an appropriate graduation ceremony.

5 Legislative Compliance

Though the University is required to manage its policy documentation within a legislative framework; there is no specific legislation directing this statute.

6 References

[Fees Statute](#)

[Higher Doctorates Guidelines for Applicants and Examiners](#)

Previous Version: [Higher Doctorates Statute](#)

7 Appendices

None

8 Approval Agency

University Council

9 Approval Dates

This statute was originally approved on: Pre 1990

This version was approved on: 16 October 2014

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10 Statute Sponsor

Provost

11 Contact Person

The following person may be approached in relation to this statute:

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