



Ollscoil na hÉireann
National University of Ireland

Degrees on Published Work
awarded by the
National University of Ireland

REGULATIONS, CRITERIA, GUIDELINES AND APPLICATION PROCEDURES

January 2011



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1. INTRODUCTION

Degrees on published work awarded by the National University of Ireland are higher doctorates and are the highest qualifications awarded by the University. They are awarded to scholars who have, over a sustained period, published a substantial body of ground-breaking and influential work in a field of specialisation and who have achieved outstanding distinction internationally in that field. The work published will usually consist of articles in leading international peer-reviewed scholarly journals and/or books published by a leading academic publishers and distributed internationally.

The following degrees on published work are awarded by NUI:

Doctor of Celtic Studies	DLittCelt
Doctor of Economic Science	DEconSc
Doctor of Engineering	DEng
Doctor of Literature	DLitt
Doctor of Laws	LLD
Doctor of Medicine	DMed (formerly MD)
Doctor of Music	DMus
Doctor of Science	DSc.

These degrees are open to graduates of the National University of Ireland and members of staff of the NUI constituent universities and recognised colleges who have published extensively and who satisfy the criteria for the awarding of a higher doctorate on published work. The degree of Doctor of Medicine is restricted to medical graduates of the National University of Ireland and members of staff of the Medical Schools in NUI.

2. CRITERIA

The criteria governing the award of a National University of Ireland higher degree on published work are:

- that the candidate will have published a substantial body of work, of the highest order of scholarship in the field in question, over a sustained period of time
- that the work to be considered for the degree relates to a specific defined area of enquiry
- that the work published, in the judgment of the examiners, has added new knowledge of significance to the field in question
- that the work is of international importance and that based on the published work, the scholar can be considered to have gained, or to merit, international distinction as an authority in the field.

3. **EXAMINATION PROCESS**

The Senate Committee on Degrees on Published Work oversees the examination of applications for degrees on published work on behalf of the Senate. Applications are considered in the first instance by the Committee and then referred to examiners for review.

Applications for degrees on published work are evaluated in a two-stage process. The first stage, to determine *prima facie* eligibility to be examined for the degree, involves consideration of the list of publications and curriculum vitae, together with a commentary provided by the applicant on the corpus of research under consideration. It is conducted by a single examiner who makes a recommendation to the Senate Committee on Degrees on Published Work as to whether or not the candidate should be invited to make a full application to be considered for the award of a higher doctorate degree.

Where the Committee, based on the advice received, is satisfied that a *prima facie* case has been established, the candidate will be invited to make a full application to be considered for the degree.

Examiners

In general, the examiner for the *prima facie* stage will be drawn from within the National University of Ireland and will be highly qualified to make a judgment on the eligibility of the candidate to be considered for a degree on published work in the field in question. The extern examiners will be from outside NUI.

Where an applicant for a degree on published work is a member of the academic staff in an NUI Constituent University or Recognised College, the examiner for the *prima facie* examination will be appointed from the academic staff of a different NUI institution. If there is no suitable expert within the National University of Ireland in the field in question, or if all of the expertise in that field is based in the NUI institution where the applicant is a member of staff, then all of the examiners involved in considering the application will be drawn from outside the National University of Ireland.

Where an applicant is considered eligible to proceed to the examination stage, the examiner for the *prima facie* stage is asked to propose a list of experts of international standing from which two will be appointed to act as Extern Examiners.

Period of eligibility

Where *prima facie* eligibility has been established, this remains valid for a period of three years from the date on which it is communicated to the candidate. If a candidate does not lodge the full application within that three-year period, it will be necessary to re-establish eligibility.

4. REGULATIONS

4.1 DOCTOR OF CELTIC STUDIES	DLITTCELT
DOCTOR OF ECONOMIC SCIENCE	DECONSc
DOCTOR OF LITERATURE	DLITT
DOCTOR OF LAWS	LLD
DOCTOR OF MUSIC	DMus

REGULATIONS

The work to be presented by a candidate for one of the degrees listed above must be published work of the highest academic standard. To reach the standard required for the degree, the candidate must be considered, in the judgment of the Examiners, and on the basis of the published work submitted,

- (i) to have added significantly to the sum of existing knowledge in Celtic Studies/Economic Science/Literature/Laws/Music; and
- (ii) to have gained, or to merit, international distinction as an authority in the field in question.

Work in the course of publication will not be examined; the work must be readily available.

In Music, degrees are awarded in musicology and in musical composition. For candidates presenting for the DMus in musical composition, published work shall be deemed to include work in the public domain, through professional performance, broadcast and/or recording, with score material available through commercial publication or from the Contemporary Music Centre in Dublin or through other authorised agencies.

4.2	DOCTOR OF ENGINEERING	DENG
	DOCTOR OF MEDICINE	DMED (FORMERLY MD)
	DOCTOR OF SCIENCE	DSc

REGULATIONS

The Work to be presented by a candidate for the Degree of Doctor of Science, Doctor of Engineering, or Doctor of Medicine must be published work which embodies the results of original research. The work submitted must be of the highest academic standard and contain original contributions to the advancement of knowledge and learning which has given the candidate international distinction in the field of study. Journal publications should be in internationally refereed journals. The publications must also embody a common theme sufficient to indicate that the candidate has achieved a special competence in this aspect of the subject.

Work in the course of publication will not be examined; the work must be readily available.

To be eligible for the degree of Doctor of Medicine, the candidate must hold primary degree qualifications in medicine of the National University of Ireland or be a member of staff in a Medical School in NUI.

5. APPLICATION PROCEDURES

The candidate is required to submit the following with his/her application:

1 The *prima facie* eligibility stage:

- (i) a list of publications
Where the Published Work appears under the name of more than one author, the candidate must indicate as precisely as possible the extent of his/her contribution. As far as is reasonable and feasible, a candidate is required to obtain from co-authors confirmation in relation to the extent of his/her contribution to specific publications. The Lead Author of the paper should be clearly identified. *Prima facie* eligibility will not be determined unless this information is provided in respect of the most important publications.
- (ii) a curriculum vitae
- (iii) a *prima facie* fee (non-refundable) of *€1,000 (€800 for members of Academic Staffs in NUI Constituent Universities and Recognised Colleges).
- (iv) A commentary on the corpus of research identifying links between publications, and sub-themes, if any.

Candidates may submit additional material to support the case for *prima facie* eligibility. For example, in the case of book publications, candidates are encouraged to include reviews published in leading journals or periodicals.

- 2 The Senate Sub-Committee, with appropriate advice, determines whether there is a *prima facie* eligibility for the acceptance of an application for examination for a Higher Degree on Published Work.

3 The Examination Stage:

If the Senate Sub-Committee so determines, an Examination Entry Form will be forwarded to the candidate for completion, with an invitation to return it together with his/her published work (four copies) and the entry fee of *€2,500 (€2,000 for members of Academic Staffs in NUI Constituent Universities and Recognised Colleges). Only when the completed Examination Entry Form has been accepted by the University is the candidature valid. The candidate's Published Work is then forwarded to the Examiners.

* or such amount as may be determined from time to time by the Senate of the NUI.

6. GUIDELINES

6.1 GUIDELINES FOR THE *PRIMA FACIE* STAGE

The first stage in the examination of an application for a degree on published work is carried out by a single examiner. The examiner is asked to consider the list of published work presented by the applicant and to form a judgment as to whether *prima facie* the candidate should be considered eligible to enter for examination for the award of a degree on published work.

In forming a judgment, the examiner will take account of account of the general criteria for the award of the degrees on published work. In addition, examiners will take account of the following:

- the period of time over which the candidate has published
- the volume and quality of work published over the period
- the academic standing of the applicant as evidenced by the curriculum vitae.

In the case of applications where the preponderance of the work consists of articles in scholarly journals, examiners will consider:

- the international standing and quality of the journals in which the articles have appeared
- the proportion of sole author and principal author articles
- the coherence of the body of research
- the impact of the research as evidenced by the number of citations.

Applicants are encouraged to include evidence of this where appropriate.

These considerations will be more relevant for the degrees DEng, DSc and DMed degrees. In other cases, and in particular, the degrees DLitt, DLittCelt and LLD degrees, books can be expected to feature more prominently in the published work.

In evaluating a book publication, the examiner will principally be concerned with the nature and content of the book and its intrinsic quality in terms of academic scholarship. Other relevant considerations are the quality of the publication, in terms of academic publishing and the critical reception of the work. Applicants are therefore encouraged to include reviews of their book publications.

6.2 GUIDELINES FOR THE EXAMINATION STAGE

1. Once a *prima facie* case has been established that the candidate is eligible to be considered for the degree on published work, the candidate is invited to lodge his/her works for the examination stage, when two Extern Examiners will be appointed to conduct the examination. The establishment of a *prima facie* case simply makes the candidate eligible to proceed to the examination stage: it should not be interpreted as predetermining the outcome of the examination. The Extern Examiners are asked to base their judgment solely on the submission presented to them without reference to the opinion of the *prima facie* examiner.
2. In accordance with the Senate's policy on the appointment of Extern Examiners, the extern examiners appointed to consider applications for degrees on published work shall be drawn from outside the constituent universities and recognised colleges of NUI. (In instances where there is no appropriate examiner in the NUI system, all of the examiners will be from outside NUI.)
3. When the candidate has lodged his/her submission, a copy is sent to the two examiners. The submission comprises:
 - (i) a list of the titles of works presented, with publication references;
 - (ii) a copy of each published work;
 - (iii) a curriculum vitae;
 - (iv) A commentary on the corpus of research to identify links between publications, and sub-themes, if there are any;
 - (v) A statement on the candidate's contribution to papers
 - (vi) a statement that the work lodged is being submitted solely to the National University of Ireland.
4. The work submitted must be published work which either shows original thought or embodies results of personal research so as to be, in the judgement of the Examiners, worthy of recognition by the University as adding significantly to the sum of existing knowledge of the subject treated; the work must be readily available.
5. The examination stage will include quantitative and qualitative evaluation of the publications concerned. The examiners are asked to have regard to the following:
 - the period of time over which the candidate has published
 - the quality and volume of work published
 - the standing of the journals in which the articles have appeared and the standing of the publisher in the case of books, monographs and book chapters

- the number of sole author and principal author articles
- the numbers of citations of the articles (where appropriate to discipline)
- the coherence of the body of research.

Applicants should identify works for which awards such as a PhD Degree have already been obtained. Such works may include books or articles based on the PhD thesis. Applicants may not claim to be the principal author of joint work that has been part of a PhD thesis submitted by the co-author.

6. Having considered the published work, the Extern Examiners will present individual reports to the Senate Committee on the application. Each report should set out the judgment of the examiner on the extent to which the candidate has satisfied the criteria for the award of the Higher Doctorate and arising from this, a recommendation to the Senate Sub-Committee as to whether or not the degree should be awarded.
7. The reports of examiners will be made available to candidates but the identity of the examiners will not be disclosed.

6.3 GUIDELINES ON FORMAT OF SUBMISSION FOR EXAMINATION STAGE

- Where the application consists solely of published work in the form of articles in peer-reviewed journals, these are to be bound in a single volume within boards. The binding should be of a fixed kind in which leaves are permanently secured. The boards should have sufficient rigidity to support the weight of the work when standing upon a shelf.

The title page should show

- The full names of the author, followed, if desired, by any qualifications and distinctions
- The wording 'Application for the degree (title) of the National University of Ireland'
- The month and year of submission.

The submission should include

- a full table of contents
- a commentary on the research
- the author's statement on the extent of his/her contribution to specific publications.

- Where the application comprises articles and books, the articles are to be bound, as indicated above, and the books included separately.
- In addition, in each case, a curriculum vitae should be included separately together with the confirmatory statements provided by co-authors.
- Where the application consists entirely of books, the four sets of copies should each be presented in a box file, with a covering folder including
 - a title page, as indicated above
 - a list of the books
 - a curriculum vitae
 - a commentary on the work
 - where appropriate, confirmatory statements from co-authors.

7. **TIMESCALE**

There are two annual deadlines for the submission of applications for doctorates on published work, 1 April and 1 October.

Candidates should expect the examination of an application for a doctorate to take approximately one year, with approximately three months for the *prima facie* stage and at least six months for the examination stage. The process is prolonged where there is a gap between the outcome of the *prima facie* stage and the presentation of a full submission.

8. **DECISIONS ON AWARDING OF DEGREES**

Reports of examiners will be made available to candidates. However, in each case, the decision of the University, once made, is final and NUI will not enter into further correspondence once a decision has been communicated to a candidate.