



DEPARTMENT OF PHILOSOPHY

PH.D. IN PHILOSOPHY  
M.LITT. IN PHILOSOPHY

STUDENT HANDBOOK

2021–2022

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## SOME PRACTICAL INFORMATION

### *Co-ordinators*

International Students' Co-ordinator:  
Mature Students/ Access Advisor:  
MA & PhD Postgraduate Co-ordinator:

Dr Susan Gottlöber  
Dr Amos Edelheit  
Dr Amos Edelheit

### *Notice Boards, Moodle, and Website*

The Department's notice boards, Moodle, and the website are important methods of communicating with students. Important information (such as tutorial times and lists, changes in the timetable or in lecture times) will be posted there from time to time. Please consult these notice boards, Moodle, and the website regularly.

### *Student Emails*

Likewise, please check your university email account regularly, as this is an important means of communication with the university. You will have received your personal student email account at registration.

### *Staff-Student Committee*

Students from each year elect two representatives for this committee, whose purpose is to allow students to provide feedback to the Department about their educational experience. Concerns about a module that could not be resolved by speaking to the individual lecturer can be brought to this committee as well. The Department is represented by the head of department, Prof Philipp Rosemann, by Dr Cyril McDonnell, and by Dr Amos Edelheit.

**Lectures commence on Monday, September 20<sup>th</sup>.**

# **M.LITT./PH.D. PROGRAMME IN PHILOSOPHY**

## **M.Litt. in Philosophy (Two year full-time, three year part-time) /**

## **Ph.D. in Philosophy (Four years full-time, six years part-time)**

### **GENERAL INFORMATION**

These programmes will provide the students with a professional training in academic research in Philosophy, and thus enable them to contribute to national and international scholarship and to interdisciplinary co-operation. **Topics must be chosen from a research area of a member of the Department and must be approved by the Head of the Department.**

More detailed information on the specific research interests of the individual members of staff can be found on the Departmental website under

<https://www.maynoothuniversity.ie/philosophy/our-people>

### **ENTRY REQUIREMENTS**

Candidates will normally be expected to have at least a Second Class Honours Grade 1 primary degree in Philosophy, or a Second Class Honours Grade 1 M.A. degree in philosophy or, in exceptional cases, in a consonant discipline (e.g. sociology, politics, theology, etc.). Students having no qualification in Philosophy are expected to do a qualifying year such as the first year of the Higher Diploma. Candidates should formulate a project and are accepted on the understanding that a member of the Department is able and willing to supervise them on this project. For further details please see the sections 'Research Students and Supervisory Policies' and 'Stage 1: Admission' under 'Stages of Thesis Completion'.

### **LANGUAGE REQUIREMENTS**

Research students are expected to have some knowledge of the language of the author or authors, whose work they intend to research. It is strongly recommended that they build up such knowledge to proficiency level during their studies. Students who do not have acquired an acceptable proficiency in the required language will not be deemed to have obtained progression.

### **MINIMUM ENGLISH LANGUAGE REQUIREMENTS**

IELTS: 6.5 minimum overall score; TOEFL (paper based test): 585; TOEFL (internet based text): 95; PTE (Pearson): 62. MU's TOEFL code is 8850.

### **CREDIT REQUIREMENTS**

- i. Students aiming at an **M.Litt.** will be expected to take **a minimum** of 10 ECTS credits in Taught Modules (at least 5 in Subject Specific or Advanced Specialist modules and at least 5 in Generic Skills or Transferable Skills modules and as appropriate)
- ii. Students aiming at a **Ph.D. who already have a Master-level qualification** and competence in Philosophy at degree level will be expected to take **a minimum of 15 ECTS credits** which will be made up of Subject Specific or Advanced Specialist modules as appropriate and 15 ECTS credits in Generic Skills or Transferable Skills modules.
- iii. Students aiming at a **Ph.D. who have no relevant Master-level qualification** will be expected to take **a minimum of 45 ECTS credits** which will be made up of Subject Specific or Advanced

Specialist modules as appropriate and 15 ECTS credits in Generic Skills or Transferable Skills modules.

## THESIS REQUIREMENTS

In addition to taking taught modules, an essential component in completing the **M.Litt. Programme** in philosophy is the successful writing and presentation of a major thesis in philosophy. See below for further details on 'Stages of Thesis Completion' regarding M.Litt. Theses.

In addition to taking some taught modules, an essential and major component in completing the **Ph.D. Programme** in philosophy is the successful writing, presentation and defence (*viva voce*) of a doctoral thesis in philosophy. See below for further details on 'Stages of Thesis Completion' regarding Ph.D. theses.

## TAUGHT MODULES

### FIRST SEMESTER

#### **PH825: IMAGES OF THE HUMAN BEING IN ANCIENT, MEDIEVAL AND RENAISSANCE THOUGHT (Prof Michael Dunne, Dr William Desmond Jr, Dr Susan Gottlöber) (10 ECTS credits)**

This module, team-taught by members of the two departments, provides an overview of approaches to the human being from early Greek philosophy to the Renaissance. It confronts in particular the question 'What are human beings?', considering a range of answers offered during these periods: are they rational animals, political animals, favoured or fallen creatures of God, independent creators in their own right, or what? What are the fundamental relationships that define the human experience (whether to the body and emotions, to others and the community, or to temporal change and God)? The module focuses on select passages from a wide spread of authors and texts, such as Plato's Republic, Aristotle's De Anima and Politics, Augustine's Confessions, Aquinas' Summa Theologiae, Eriugena's Periphyseon, Nicholas of Cusa's De Coniecturis and Pico della Mirandola's Oration on the Dignity of Man, opening up in the process further lines of enquiry.

#### *Learning Outcomes*

On successful completion of the module, students should be able to:

- Analyse critically the intellectual continuities and discontinuities in approaches to the human phenomenon across two millennia, from classical Greece to the Renaissance.
- Outline the main ideas of key thinkers studied in the module, and their influence.
- Demonstrate research skills appropriate to the course material.
- Evaluate different scholarly methodologies employed in the investigation of the central questions of the module, and apply them appropriately.
- Demonstrate the ability to communicate original ideas in both written and oral form.

#### *Assessment*

100% Continuous Assessment, broken down as follows: a textual reading or book review of c. 1500 words (25%); an essay of c. 4000-5000 words (75%).

**PH846: METHODES IN 20<sup>TH</sup>-CENTURY PHENOMENOLOGY (10 ECTS credits) (Dr Cyril McDonnell)**

This module examines the origins and development of the twentieth-century phenomenological movement in philosophy. It focuses on the various different methods (both ‘scientific’ and ‘hermeneutic’) that were devised and advocated by some of the key thinkers who spearheaded this movement, such as: Franz Brentano (1838–1917); Edmund Husserl (1859–1938); Wilhelm Dilthey (1833–1911); Martin Heidegger (1889–1976); Emmanuel Levinas (1906–1995). Selected seminal texts from these authors will be identified as sources to read and analyse. The connection between the different phenomenological methods deployed by each of these respective thinkers in their philosophising and the ensuing different definitions of phenomenology that unfurled in the twentieth century will be addressed in addition to the controversial issue between Husserl and Heidegger regarding whether phenomenology is a scientific or hermeneutic discipline.

*Learning Outcomes*

On successful completion of the module, students should be able to:

- discriminate between various phenomenological methods deployed in twentieth-century phenomenology: descriptive psychology (Brentano); descriptive [hermeneutic] psychology (Dilthey); descriptive-eidetic psychology (Husserl); existential-hermeneutic phenomenology (Heidegger); dialogic ethical-transcendental phenomenology (Levinas). critically assess the texts studied and discuss the topics treated in them in the light of Stein’s understanding of them;
- account for the development of Husserl’s thought, with particular focus on central tenets and concepts of his phenomenology (e.g., the intentionality of consciousness, eidetic ideation, the natural attitude, transcendental reduction, the transcendental-phenomenological epoche).
- assess the accuracy of one philosopher’s direct evaluation of another philosopher’s position and its pertinence for explaining different evolutions of phenomenology in the twentieth century.

*Assessment*

100% continuous assessment, broken down as follows: (1) attendance at seminars: 10% (2) seminar presentation: 20% (c. 1,500 words) (3) essay: 70% (c. 3,000 words).

**PH847: PHENOMENOLOGY AND SCHOLASTICISM: STEIN’S PHILOSOPHY (10 ECTS credits) (Dr Mette Lebech)**

This module aims to introduce the phenomenology and Christian philosophy of Edith Stein by reading texts from her early, middle and late periods. A close reading and discussion of the basic concepts opens onto a discussion of her contribution to phenomenology and the 'philosophia perennis', by placing particular emphasis on the way in which she channels the two traditions 'into one riverbed'. Typical topics such as empathy, person, community, state, essence, finite and eternal being are discussed with a view to understanding the direction of her philosophy from phenomenology over ontology to Christian metaphysics.

### *Learning Outcomes*

On successful completion of the module, students should be able to:

- discuss Stein's contribution to phenomenology and the 'philosophia perennis';
- critically assess the texts studied and discuss the topics treated in them in the light of Stein's understanding of them;
- explain the central concepts of the texts studied, and situate these in the contexts of the phenomenological movement and the 'philosophia perennis';
- account for the structure of the texts and the works from which they are taken;
- critically address the question of the interpretation of the work studied;
- critically assess Stein's understanding and use of phenomenology;
- discuss the relation between phenomenology and scholasticism.

### *Assessment*

100% continuous assessment, broken down as follows: (1) 10% = attendance at seminars; (2) 20% = seminar presentation (15 minutes oral & written presentation [c. 1,500 words] of an analysis of a central topic of Stein's phenomenology to fellow students and moderator of seminar and 10 minutes questions-response). [20% = 10% for content of presentation & 10% for delivery and grasp of subject-matter as evidenced in seminar discussion]; (3) 70% = essay (c. 4,000 words from choice of 3–4 essay topics).

## SECOND SEMESTER

**PH841: Reading Renaissance Philosophical Texts: Ficino's *Platonic Theology*** (Dr Amos Edelheit)

Focusing on a close reading of Marsilio Ficino's (1433–1499) *Platonic Theology*, this module examines its unique style and structure, its sources and debts to previous



philosophical traditions, with particular emphasis on its originality and place in 15th-century philosophy. Central concepts such as substance, soul, nature and matter will be discussed in relation to their advancement over or departure from their kindred treatment in the wider existing philosophical traditions.

### *Learning Outcomes*

On successful completion of the module, students should be able to:

- describe and assess the revival of Platonism in the Renaissance and its limits;
- distinguish rhetorical statements from philosophical arguments;
- identify the unique methods and practices developed by Ficino in this text in comparison to previous scholastic and humanist approaches
- point out the main concepts and theories presented by Ficino in this text and evaluate their originality in relation to contemporary thought
- note and elaborate on the significant philosophical contributions Ficino makes to the metaphysical underpinnings of the philosophical psychology of the 15th century

### *Assessment*

participation, presentation, final essay (4,000 words).

## **PH835: MAX SCHELER'S PERSONALISM AND HIS POLITICAL THEORY (Dr Susan Gottlöber) (10 ECTS credits)**

The aim of this module is to study Scheler's political and social concepts in the light of his personalism. After developing the main features of Scheler's personalism and value theory, we will analyze some of the most important concepts in his political thinking such as, e.g., the role of the idea of the collective person in his concept of the nation, pacifism, the role of *ressentiment* in the social sphere, or his critique of capitalism.

### *Learning Outcomes*

On successful completion of the module, students should be able to:

- Identify the main features of Scheler's personalism and value theory.
- Describe Scheler's concept of the person and the collective person.
- Establish the impact of Scheler's personalism and value theory on his concepts of the nation, his critique of capitalism etc.
- Evaluate the potential relevance of the main ideas discussed in the module for contemporary political problems.
- Discuss the role of *ressentiment* in the personal and social sphere.
- Present and articulate, in written and oral format, coherent arguments for positions taken in relation to different philosophical topics discussed in the module.

### *Assessment*

100% Continuous Assessment, broken down as follows: (1) Attendance at seminars [10%]. (2) Seminar Presentation. 20 minutes oral (& written presentation [c. 1,500 words]) to fellow students and moderator of seminar and 10 minutes questions-response [20%]. (3) Essay-Assignment c. 4,000 words [70%]

**PH849: AESTHETICS: ART, IMITATION, ORIGINALITY**  
(10 ECTS credits) (Prof William Desmond Sr)

The major theme will be the contrast between art understood in terms of imitation and in terms of creativity. In modern understandings of art the stress is primarily on originality and creativity, whereas in pre-modern thought the stress is primarily on imitation and representation. We will look at the philosophical significance of this contrast, and the shift to creativity, in light of the metaphysical status accorded to art in the wake of Kant's transcendental philosophy. The place of art in the wake of Kant's transcendental philosophy is ambiguous and complex. Ambiguous: Hegel proclaims art, on its highest side, to be something behind us; yet a significant number of post-Kantian philosophers invest art with a metaphysical significance in some ways unprecedented in the Western tradition. Complex: while art is proclaimed as autonomous and for itself, the nature of its relation to philosophy, and the challenge it poses for the identity and practice of philosophy is notable. Our concern will be the relation of art and philosophy in light of this ambiguous and complex status. What significance has art in challenging philosophy with forms of otherness and singularity that seem to resist incorporation without remainder into a rational system of concepts? Against the background contrast of Kant's transcendental originality and Platonic transcendent originals, we will look at the legacy of transcendental originality in selected texts of Hegel, Schelling, Schopenhauer, Nietzsche. What happens when we try to absolutize human "creativity"? Is the notion of imitation unavoidable, imitation as a relation to something other to ourselves. What is the significance of the darker sense of origin that comes to emerge? What of the ambiguous status of otherness in light of the transcendental emphasis on self-activity? How do we view creativity? Has too much been expected of art? Has art taken the place of a formerly religious transcendence? Does it challenge philosophy to reformulate its own practice of thought? We will look at some of the major philosophers and their views of art and beauty, but the focus will be thematic as well as on these figures.

*Learning Outcomes*

On successful completion of the module, students should be able to:

- Have a systematic sense of the difference and relation between the earlier conception of art as imitation and the more recent concept of art as dealing with originality/creativity.
- Place Romantic and post-Romantic conceptions of art in the historical context of the late 18th century and to contemporary times.
- Be able to address the continuing relevance of both a more general and more specialized sense of the aesthetic.
- Be more reflectively self-consciousness of a displacement of transcendence from religion to art.

- Attain more reflective mindfulness of the idea of beauty in its many dimensions.
- Compose an intelligent response to one or some of these issues in writing.

#### *Assessment*

Continuous assessment 100%, broken down as follows: class participation 30% final paper of ca. 4,000 words 70%.

### **PH844: PHILOSOPHY OF LANGUAGE (10 ECTS credits) (Prof Philipp Rosemann)**

Since Ferdinand de Saussure, language has been considered to be composed of signs in which signifier and signified stand in an entirely conventional, arbitrary relationship. Conceived in this manner, language floats ‘above’ reality. There is no way to understand text except through context, so that meaning is forever ‘deferred’ (Derrida).

But what if the relationship between language and reality were much closer? There is a tradition which claims that reality itself was ‘spoken’ into existence. It is therefore like a text that can be read: medieval thinkers called this the ‘book of nature’. The Judaeo-Christian idea that language is creative has a parallel in the contemporary theory of ‘performative speech acts’ (J. L. Austin).

In our own time, Heidegger has spoken of language as the ‘house of being’. Careful listening to language, especially through etymological analysis, uncovers foundational experiences in which reality has revealed itself. But philosophy may no longer be capable of such listening. For Heidegger, then, the ‘task of thinking’, after the ‘end of philosophy’, is poetic. Readings will include Saussure, Derrida, Foucault, Augustine, Bonaventure, Austin, and Heidegger as well as some poets (Stefan George, Leonard Cohen).

#### *Learning Outcomes*

On successful completion of the module, students should be able to:

- discuss the Saussurean/structuralist conception of language;
- identify the main features of a theory that regards the world as divine text;
- explain Austin’s theory of performative speech acts;
- assess the role of language in the later Heidegger;
- define the relationship between philosophy and poetry;
- discriminate between structuralist, Judaeo-Christian, Heideggerian, and speech act theoretical approaches to language;
- articulate the outlines of a philosophy of language in a final essay.

#### *Assessment*

100% continuous assessment, broken down as follows: (1) attendance at seminars: 10%; (2) seminar presentation: 20%; (3) final essay: 70% (c. 5,000 words).

## TRANSFERABLE AND GENERIC SKILLS MODULES

Please consult Course Finder:

[http://apps.maynoothuniversity.ie/courses/?TARGET=QS&MODE=VIEW&TARGET\\_SOURCE=QUALIFICATION&QUALIFICATION\\_CODE=PHDA](http://apps.maynoothuniversity.ie/courses/?TARGET=QS&MODE=VIEW&TARGET_SOURCE=QUALIFICATION&QUALIFICATION_CODE=PHDA)

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## MODULES AT OTHER UNIVERSITIES

Students may be able to take modules from other universities relevant to their research topic. To do this they should consult their supervisor and HoD. Unless there is an agreement between the university in question and NUIM, students may have to pay for attending the module.

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## WORKING TOWARDS A RESEARCH DEGREE

The Department recommends the following guide:

Patrick Dunleavy, *Authoring a PhD. How to Plan, Draft, Write and Finish a Doctoral Thesis or Dissertation* (Basingstoke: Palgrave Macmillan, 2003)

A copy of the book can be consulted at the Departmental Office. **It is important to also consult and to comply with the Major Thesis Regulations, which can be obtained from the Maynooth University Examinations Office, or downloaded from its web site:**

<https://www.maynoothuniversity.ie/exams/postgraduate-information>

The various policies relating to the completion of research degrees can be found on the Graduate Studies Website:

<https://www.maynoothuniversity.ie/study-maynooth/postgraduate-studies>

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## THESIS PRESENTATION

**The thesis must include:**

1. Title page
2. Table of Contents
3. Author's Declaration:  
'I hereby declare that this project represents my own work and has not been submitted, in whole or in part, by me or by another person, for the purpose of obtaining any credit/grade. I agree that this project may be made available to future students of the College.' (The declaration should be signed and dated.)
4. Bibliography
5. Abstract (500 words)

**The title page must give the following information:**

1. Student's Name
2. Title of Work
3. Supervisor's Name
4. A Statement that the Thesis is 'Submitted with a view to obtain the degree of M.A./M.Litt./Ph.D.'
5. Name of Faculty and University
6. Year of Submission

**Proof reading:**

- Spell checking facilities must be used where available, but cannot be fully relied upon for proof reading. Look out for:
- Consistency of layout
- Spelling
- Punctuation
- Grammar

**Referencing:**

There are basically two types of referencing, each including a number of variations: The Harvard system (also called the author-date system), and the MHRA system (the foot-note system). Each is valid, and therefore CONSISTENCY is the most important thing. Stick to one way of referencing. The Department recommends the MHRA system, or a variation thereof. Copies of the MHRA Style Book can be purchased or consulted at the Departmental Office, where copies are kept. It can also be downloaded for free at: <http://www.mhra.org.uk/Publications/Books/StyleGuide/download.shtml>, where copies also can be purchased.

In both systems it is customary to refer, when dealing with texts of which there exist many editions to page numbers in a standard edition. These you will find in the margin of good editions. If you do not find these in the edition you are using, you should enquire as to which is the standard edition of the author you work on, and find a better edition, that refers to these. This is necessary, in order for the reader to use his or her own edition of the text, which also refers to the standard edition.

**Bibliography**

Your bibliography must list all the sources you have consulted for the material in your thesis. A bibliography should contain all works, such as articles, books, articles in journals or anthologies, web-sites and electronic resources that are cited directly in your thesis, or that were consulted by you (and found relevant to the particular topic you have chosen) but which you did not cited directly. A bibliography, therefore, is more than an enumeration of works cited or consulted because it tells the reader the story of your research.

See also the University Layout recommendations under

[https://www.maynoothuniversity.ie/sites/default/files/assets/document/Phd\\_Thesis\\_Layout\\_Recommendations\\_0.pdf](https://www.maynoothuniversity.ie/sites/default/files/assets/document/Phd_Thesis_Layout_Recommendations_0.pdf)

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## NOTE ON PLAGIARISM

The following definition has been taken from the Policy on Plagiarism of the Examinations Office, Maynooth University:

Plagiarism involves an attempt to use an element of another person's work, without appropriate acknowledgement in order to gain academic credit. It may include the unacknowledged verbatim reproduction of material, unsanctioned collusion, but is not limited to these matters; it may also include the unacknowledged adoption of an argumentative structure, or the unacknowledged use of a source or of research materials, including computer code or elements of mathematical formulae in an inappropriate manner.

Plagiarism is, however to be distinguished from incorrect citation which is where a student has not acknowledged sources correctly as part of a learning process whereas plagiarism is the deliberate attempt to gain academic credit dishonestly. Instances of incorrect citation will be dealt with by markers in the ordinary course of the assessment process on the same basis as would be the case if the work showed problems relating to incorrect expression, factual errors, analytical mistakes, or other features of a similar nature.

However, where a marker believes that a case of plagiarism has been identified, the matter shall be referred to the Head of Department who will deal with the matter following the process outlined in the **Maynooth University Policy on Plagiarism**, available at:

<https://www.maynoothuniversity.ie/university-policies/rules-regulations-students>

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## RESEARCH STUDENTS AND SUPERVISORY POLICIES

The role of the supervisor is an advisory one, with the aim of helping you to plan your own research and to present it. It is the responsibility of the student to maintain regular contact with the supervisor and to make satisfactory progress in their research and writing of the dissertation.

The following are the guidelines of the Department:

Students are taken on on the understanding that: their research project falls into the areas of expertise of at least one member of the Department so that the scholarly support is guaranteed at all times. The Department will not accept research projects that fall outside of the areas of expertise of a member of the Department. Furthermore, the student will be accepted on the basis that they are willing to acquire the necessary additional skills (e.g. language skills); that the student is willing to work independently and is realistic about the progress and problems, is willing to follow the supervisor's advice and to engage in critical discussion of his/ her work.

The student can expect from the supervisor to be supervised, i.e. that work is read on time, to be available during the semesters, to have sufficient knowledge in the research area as evidenced by a proven record of peer reviewed publications in the relevant area and necessary language skills, to facilitate support and to encourage the student to work independently.

Detailed information regarding the supervisory policy of the University, e.g. the responsibilities, roles, and duties of the Supervisor, Student and Department etc. can also be found on the Graduate Studies Office's website. Information is also available on the Examination Office Website:

<https://www.maynoothuniversity.ie/university-policies/academic-policies-procedures>

**Candidates should familiarise themselves with these documents.**

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## STAGES OF THESIS COMPLETION

The completion of the Thesis falls into four stages for the M.Litt. and five stages for the Ph.D. The progress of will be assessed in an annual progression meeting which usually takes place during the second part of the second semester. Students and supervisors will be informed of the progression with a detailed report after each progression meeting which will include comments and suggestions by the progression committee.

At any time, disagreements between supervisor and student or supervisor and support supervisor should be brought, if necessary, to the attention of the HoD and/or the progression committee.

### **Stage 1: Admission**

A research student must contact the Department and a prospective Supervisor before registration and satisfy them that they fulfil the entry requirements. Candidates should formulate a project and are accepted on the understanding that a member of the Department is able and willing to supervise them on this project. Once the topic is agreed by the Supervisor and Head of the Department, it cannot be changed without the agreement of the Head of the Department. Candidates will be accepted following a successful interview by a board made up of members of the Department. The Head of the Department has primary responsibility for accepting or declining applications.

An agreement must be reached immediately after registration between the Head of Department, Supervisor(s) and Student about a series of courses/seminars that the student may be required to complete, in view of the research undertaken. Research students may be offered the possibility of tutoring in the Department.

### **Stage 2: Induction and Programme Agreement**

**Further to acceptance on a research programme, all research students will be invited to attend a structured programme of induction overseen by the Dean of Graduate Studies.**

### **Stage 3: Progress Evaluation**

Each year, a report by the student and supervisor on the research project must be presented to a Departmental Progression Supervisory Committee in order to examine the student's progress, to ensure that the research project is viable, that the student has gained or is gaining sufficient knowledge of the topic and is following a clear plan of research. The progress will be documented by the following forms (see also Appendix):

- i. Initial Meeting Record Form
- ii. Annual Progress Review Record Form

They can also be downloaded from the Examination Office Website and the Postgraduate Studies Office website.

The requirements for the progression meetings depend on the year of the student's research. The meetings will take place during the second semester. If progression is not granted, there will be a repeat progression meeting at the end of the second semester. **Each year, the student should list the modules undertaken as part of the structured programme and indicate which were completed successfully.** In addition, the student needs to indicate which modules he or she wishes to take in the upcoming year. Concerning the thesis progression, normally, the following requirements have to be met:

**Year 1:** The student should have drawn up a plan of research and laid out and explained the structure of his or her intended thesis. He or she must also be able to argue that the specific angle chosen will allow the student to contribute originally to scholarship. Two pages must be presented to explain the main argument of the thesis. A draft bibliography must also be provided.

**Year 2:** By the end of year two the student should have presented a first full draft to his/her supervisor. The documents for the progression meeting should include a table of contents, a two page statement explaining the contents and the progress made since last progress evaluation, an outline of each individual projected chapter and an updated bibliography.

**Year 3:** By the end of year three the student should have presented a pre-final draft. The documents for the progression meeting should include an updated table of contents, a two page statement explaining the contents and the progress made since last progress evaluation, an outline of each individual chapter and an updated bibliography.

**Year 4:** The last year is dedicated to the completion of the thesis. The student should have presented a final draft to his/her supervisor. The documents for the progression meeting should include an updated table of contents, a two page statement explaining the progress made since last progress evaluation, an outline of each individual chapter and an updated bibliography.

The described stages are guidelines but may be adapted to the situation of a particular student or research project. This will be made clear in advance of the progression meeting to the particular student.

If the requirements are not met (including completion of taught modules or language requirements if necessary) the student might be denied progression. The student should make sure to discuss his/her progression beforehand with the supervisor(s) who will also provide a written and signed statement containing their opinion on the progression of the student. Problems and difficulties that might occur during the year should also be indicated by both supervisor and student.

#### **Stage 4: Thesis submission**

The thesis is to be finished and submitted under the Supervisor(s)'s supervision. It may not be submitted before the supervisor has given his or her consent that the thesis, as submitted, has been carried out and prepared for examination under his or her supervision.

#### **For the M.Litt.:**

**Submission Dates and Procedure:** A student should lodge the Masters by Research Thesis approximately eight weeks in advance of the appropriate Examination Board. Examination Boards are normally held in June and September. In all Faculties, two soft bound copies of the Research Thesis, the Approval for Examination, Examination Entry and Thesis Depositor Declaration Form, are sent for examination to the Examinations Office. Each copy of the Thesis should be accompanied by an Abstract, not exceeding 300 words in length. The Supervisor confirms approval for examination of the final draft of the thesis to the Head of Department and the Head of Department confirms approval for examination of the final draft of the Thesis to the Registrar (Examinations Office). To be awarded a research master degree a student must demonstrate a critical application of specialist knowledge and make a substantial contribution to existing scholarship in the area of research.

The dissertation must be sent by the student in electronic format to Turnitin at [www.turnitin.com](http://www.turnitin.com), the anti-plagiarism website. The thesis **will not be marked** until the report from Turnitin is received in the Department (it should not go with the thesis to the Examinations Office). For the processing of M.Litt.s through the Autumn Examinations Board the thesis should be submitted by 1<sup>st</sup> July. In order that the student will not incur another year's fees the thesis should be submitted by 31<sup>st</sup> October. Beyond this date the student will incur another year's fees. If the thesis is submitted by 1<sup>st</sup> February of the following year, half of the fee will, however, be refunded.

*Candidates studying full-time should aim to **complete the M.Litt. within two years** from the date of acceptance. Candidates wishing to register for a third or subsequent year of the M. Litt. should apply in writing to the Registrar with the support of both supervisor and Head of Department, presenting justification for an extension.*

#### **Marking Scheme for M.Litt.**



For the M.Litt. there is no *viva voce*.

The Examiners may recommend that the student:

1. Be awarded without further examination or amendment.
2. Be awarded without further examination, subject to making the changes specified which must be subsequently carried out to the satisfaction of the Internal Examiner.
3. Not be awarded the degree, but be permitted to re-submit the thesis in a revised form for re-examination by the same Examiners. In this case areas requiring major amendments will be detailed by the Examiners in the examination report.
4. Not be awarded and not be permitted to submit for re-examination.

The Degree of M.Litt. is awarded as an Honours degree – there is no assignment of First or Second Class Honours.

### **Marking Scheme for the Ph.D.**

**Submission dates:** There is no deadline for the submission of Ph.D. theses. However, one should submit 3 soft-bound copies to the Examinations Office at least three months in advance of the appropriate Academic Council meeting at which the reports of the examiners are intended to be considered. The last Academic Council meeting before September Graduation is mid-May and the last Academic Council meeting before the October graduation is early October. The dissertation must be sent by the student in electronic format to Turnitin, the anti-plagiarism website. The thesis **will not be processed** until the report from Turnitin is received in the Department (it should not go with the thesis to the Examinations Office).

While you may submit your thesis at any time, there are certain dates that you should need to bear in mind as fees are applicable at the beginning of each semester. Depending on the time of registration, in order that the student will not incur another year's fees the thesis should be submitted by 31<sup>st</sup> October/28<sup>th</sup> of February. Beyond this date the student will incur another year's fees.

**Submission Process:** A candidate should lodge the Ph.D. thesis (gum bound) at least three months in advance of the Faculty meeting at which the reports of the Examiners are intended to be considered. Faculty meetings are normally held in September, October, November, January, March and May. Three copies of the Ph.D. thesis (gum-bound) and an Examination Entry Form should be sent to the Examinations Office. Each copy of the thesis should be accompanied by a Summary of the contents, not exceeding 300 words in length.

Work for which a Degree in this University, or elsewhere, has already been obtained will not be accepted as the main work for a Ph.D. degree. A confirmatory statement to this effect must accompany the submission.

The supervisor confirms approval for examination of the final draft of the Ph.D. thesis to the Head of Department. The Head of Department confirms approval for examination of the final draft of the Ph.D. thesis to the Registrar (Examinations Office).

*Candidates studying full-time should aim to **complete the Ph.D. degree within four years** from the date of acceptance. Candidates wishing to register for a fifth or subsequent year of PhD study should apply in writing to the Registrar with the support of both supervisor and Head of Department, presenting justification for an extension. It is advisable for Ph.D. students to collaborate closely with their supervisor in particular in the final stages before submission. The thesis should not be submitted without the supervisor's acceptance of the final version.*

Students should also consult the Ph.D. Regulations available at the Examination Office website

## Stage 5: *Viva Voce* (for Ph.D. students)

The aim of the *Viva Voce* examination is to provide an opportunity for the Examiners to question the candidate on aspects of the thesis. It should be designed to assess the quality of the thesis and to elicit information on any or all of the following issues:

- Explanation of the structure of the Thesis
- Justification for the inclusion or exclusion of material
- Explanation for, and justification of, the use of particular research methods and techniques
- Defence of the originality of the Thesis
- Clarification of any points of ambiguity within the Thesis
- Justification of the conceptual approach taken in the Thesis
- The depth of knowledge of the contextual background to the subject of the Thesis.

**The Examination Board** shall normally consist of two Examiners, at least one of whom is Internal and one of whom is External, approved by the Faculty on the recommendation of the Head of Department in agreement with the Supervisor. In the case of a Thesis being presented by a full-time member of the Academic Staff of the University, the Internal Examiner shall be replaced by a second External Examiner. Two External Examiners may also be required in cases where there is no suitable Internal Examiner available. In all cases the Examination Board will be conducted by an Independent Chair. It is the function of the Chair to ensure fairness to all parties during the examination, and to ensure that a Joint Report on the recommendation of the Examiners is drawn up and sent to the Registrar.

### **Examination and awarding of the Ph.D. Thesis:**

The responsibilities of the Examiners are to ensure:

1. The thesis is assessed by standards appropriate for the Ph.D. degree.
2. The student in his/her *Viva Voce* is assessed by standards appropriate for the Ph.D. degree.

### **Examination and Awarding of Ph.D.:**

*Viva Voce* examinations should normally be held on Campus, but in exceptional circumstances, the examination may be held elsewhere, provided the candidate agrees to the arrangement. Video conferencing may be used in some circumstances. Care should be taken in choosing the location for the *Viva* to ensure that the examination can be conducted in an accessible, relaxed and comfortable atmosphere, without the risk of interruption and extraneous noise.

Prior to the examination the registrar (Examinations Office) forwards for examination to each of the examiners a copy of the Ph.D. Thesis, together with the 300-word summary, a report from and a copy of the Ph.D. regulations.

Each examiner should separately complete an individual written report on the thesis prior to the examination. A preparatory meeting should be held prior to the *Viva* and should allow sufficient time to (1) agree the approach of the *Viva* and (2) review the written reports. The Supervisor should normally be available for consultation with the examiners during this meeting.

With the agreement of the Examiners and the candidate, the supervisor may attend the examination, but does not examine or question the candidate, and should only provide clarification on any matters when requested by the Board. The Supervisor does not participate in the final decision and should leave the examination room while such deliberations take place, unless asked to remain by the Chair.

## **Examiners' Report and Recommendation**

The Degree of Ph.D. will not be awarded unless the Examiners report that the work is worthy of publication, in full or in part, as a work of serious scholarship.

The Examiners may recommend that the candidate (Amendment to policy approved October 2011):

1. Be awarded the degree of Doctor of Philosophy without further examination or amendment.
2. Be awarded the degree of Doctor of Philosophy without further examination, subject to making the minor changes specified which must be subsequently carried out to the satisfaction of the Internal Examiner. (This recommendation should be applied where examiners estimate up to six weeks further work is required).
3. Be awarded the degree of Doctor of Philosophy without further examination, subject to making the changes specified by the examiners which must be subsequently carried out to the satisfaction of the Internal Examiner and External Examiners. (This recommendation should be applied where examiners estimate that less than six months additional work is required).
4. Not be awarded the degree, but be permitted to re-submit the thesis in a revised form for re-examination by the same Examiners. In this case, areas requiring major amendments will be detailed by the Examiners in the examination report. (This recommendation should be applied where examiners estimate that there is more than six months additional work required).
5. Not be awarded the degree of Doctor of Philosophy and not be permitted to submit for re-examination for the degree of Doctor of Philosophy.

If the Examiners recommend that the Ph.D. Degree be awarded, the candidate must re-submit three hard bound copies of the Ph.D. thesis, embodying any changes prescribed by the Examiners, where recommended. The Examiners' report will not be considered by Faculty until three hardbound copies of the revised thesis incorporating the recommended changes, and confirmed by the Internal Examiner, have been lodged with the Examinations Office of the University.

Where the opinions of the Examiners differ, each Examiner should submit a separate written report for consideration by the appropriate Faculty without the requirement for submission of hard-bound copies of the thesis.

Where the Examiners' recommendations are not unanimous, the Faculty may:

- Accept a majority recommendation (provided that the majority recommendation includes at least one External Examiner);
- Accept the recommendation of the External Examiner; or
- Require the appointment of an additional External Examiner.

In the case where the Examiners recommend that the Ph.D. not be awarded and that the candidate not be permitted to submit for re-examination, the Examiners may subsequently consider whether or not the work is sufficient for the award of a Masters level degree. If they agree that a Masters level award would be merited then a separate recommendation may be made in writing to that effect. Application of this option should be seen as exceptional, rather than as one of the usual possible outcomes of a Ph.D. examination.

The Deans' Office informs Maynooth University of the award of degree following the approval of the Academic Council.

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## **MAYNOOTH UNIVERSITY E-THESES ARCHIVE**

Unless candidates request otherwise, a copy of the Thesis plus an electronic copy (on CD/DVD) of one PDF file mirroring the hard bound copy, containing the approved final version will be lodged in the University Library and in the Institutional eTheses Archive. Candidates will be required to complete the Thesis Depositor Declaration Form when lodging hardbound copies of the Thesis for the Ph.D. Degree. All Theses shall remain the property of the University and may be made available in the University Library.

The author of a thesis is required to make a signed declaration at the time of submission of the thesis for examination to Maynooth University, regarding the use the University may make of this thesis. The declaration will allow the University, at its discretion to lend or, in accordance with the Copyright and Related Rights Act 2000, copy from this thesis, upon request.

Should the author of a thesis wish to withhold permission for the use of her/his work, a written application must be made to the Dean of Graduate Studies at the time of submission of the thesis for examination. Such applications must have the written support of the author's Supervisor or Head of Department. This application must state the reasons for the request for a stay on access and must provide a contact address. If permission to withhold access is granted the Thesis Depositor Declaration Form must be signed by the Dean of Graduate Studies. The maximum length of a stay is one year. During this period of withheld permission the thesis will only be consulted, lent or copied with the written permission of the author who is under an obligation to reply to all requests within a reasonable time. These requests are processed through the Dean of Graduate Studies. Should the author wish to withhold access beyond that time frame, s/he must make a further application to the Dean of Graduate Studies.

A declaration form is signed by each reader to agree their compliance with the lending and copying regulations.

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## **INTERLIBRARY LOANS POLICY**

Inter library loans are free for postgraduate students.

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## **STUDYING ABROAD**

The Department recommends study abroad, and where possible attempts to facilitate a period of such study.