

# Doctor of Medicine (MD)

**MD Guide (current students)**  
(for Cambridge University Health Partners employees)

**2022**



## The Cambridge MD (CUHP)

---

As a student of the Doctor of Medicine degree you are likely to be situated in 1 of 45 departments and Institutes under the [Postgraduate School of Life Sciences](#). The PSLS was set up in 2000 to look after the education and career needs of postgraduate students in the Life Sciences here at Cambridge and combines the [School of Biological Sciences](#) and the [School of Clinical Medicine](#). Our students and Faculty collaborate closely together to produce groundbreaking research.

Resources, training and further information on Cambridge postgraduate student life can be viewed on those sites above.

### Supervision

Students receive termly progress reports from their supervisor via CamSIS. You can also submit a self-evaluation report, which is optional.

### Code of Practice

The University of Cambridge publishes an annual [Code of Practice](#) which sets out the University's expectations regarding supervision and to make clear what you should expect during your study in terms of supervision, support and assessment. Of equal importance, it also sets out what the University and those responsible for your study should expect of you. These mutual responsibilities and expectations are intended to provide a framework within which you can flourish on your course

### Thesis submission

<https://www.cambridgestudents.cam.ac.uk/your-course/examinations/graduate-exam-information/submitting-and-examination/phd-msc-mlitt/submit>

### How soon can I submit my thesis?

You may submit your thesis no earlier than the end of your second year as a registered student of the University and no more than 6 years from the start of your degree.

### The thesis

The MD thesis should consist of original work, carried out by the candidate, and considered in relation to previous work in the field. It should be specially composed and must give evidence of independent research, observation, and reflection. New discoveries in medicine are not essential, but the substance of the thesis must consist of material you have collected yourself, or emanate from your own observations and experiments. Compilations of the work of others, or work emanating from 'group labs' where the candidate has not played a lead role in the project, cannot be accepted. There is no objection to incorporation and use within the thesis of results of work already published, provided that full reference is given and reprints supplied if possible. Work undertaken and submitted for an earlier degree (e.g. a Master's degree) must always be declared in full if the findings are used in the MD thesis.

**Statistical advice:** Statistical planning by candidates is frequently inadequate. Candidates are advised to seek expert advice when designing their experiments and to make sure they fully

understand it. It is important for candidates to be able to defend the statistical treatment of data in the face of questioning by examiners at the Act (viva).

**Presentation of original data:** Sufficient original data should be incorporated into the thesis for the examiners to be able to gain a clear idea of what original observations and measurements were made in the work. If necessary, numerical data may be put into an appendix. Although it may be difficult to condense large amounts of data into the text or an appendix, the material given should be detailed enough to enable examiners and others to follow the working out of results from the raw data, and to understand how the conclusions were arrived at. Detailed specimen calculations may be necessary. It is not acceptable, for example, to refer to a statistical computer program without describing the statistical methods used.

## **Format**

The thesis **should not exceed 60,000 words** (excluding references, captions and notes), and should follow standard PhD format:

- Short summary/abstract
- Table of contents
- List of abbreviations used
- Acknowledgements
- Introduction – to include a statement of the object of the research and a critical review of earlier work on the subject.
- Methods – with sufficient detail to allow the work to be repeated by others. Pertinent details of apparatus and equipment should be given where appropriate, in addition to the maker's name and the country of origin of equipment.
- Results
- Discussion
- Conclusions – including implications for future research
- References – use either the Harvard (author-date) or the Vancouver (numbered) system of referencing (see *The Cambridge Handbook of Copy-editing*, Cambridge University Press).
- Appendices – large numbers of observations of individual results are best presented in an appendix.

In a separate appendix candidates must state, with details, the following:

- (i) where the work was carried out;
- (ii) how much of the work was done personally or with the help of others (specify the nature of any help);
- (iii) if the work was not entirely independent, under whose supervision or with whose collaboration it was done;
- (iv) a list of work referred to in the thesis that has been published previously by the candidate; reprints of key papers may be bound in at the end of the thesis;

- (v) details of submission to, and approval from, an Ethical Committee (where appropriate); and a statement that human experiments were performed with the understanding and consent of each subject.

### **Intention to submit your thesis and appointment of examiners**

When you are within about two months of submitting your thesis, please visit the Degree Committee SharePoint site [Submitting your thesis - Information for MPhil by Research and PhD students \(sharepoint.com\)](http://www.cambridgestudents.cam.ac.uk/your-course/examinations/graduate-exam-information/submitting-and-examination/phd-msc-mlitt/submit). There is an on-line Intention to Submit form for you to complete. MD Administration will then liaise with your department to arrange for the nomination and appointment of your examiners. One nominee will be from within the University (the internal examiner) and the other from another institution (the external examiner). You are not expected to nominate potential examiners yourself.

### **Where to submit your thesis for examination**

Your thesis should be submitted electronically to [md-admin@medschl.cam.ac.uk](mailto:md-admin@medschl.cam.ac.uk) Hardbound copies will be required later – see below.

Your thesis must include the following:

1. A title page displaying
  - the full title of the thesis;
  - your full name (as it appears on your passport);
  - your college;
  - the date of your submission (month and year);
  - a declaration stating: *This thesis is submitted for the degree of Doctor of Medicine.*
2. A signed declaration in the preface stating:

*This thesis is the result of my own work and includes nothing which is the outcome of work done in collaboration except as declared in the Preface and specified in the text.*

*It is not substantially the same as any that I have submitted, or is being concurrently submitted for a degree or diploma or other qualification at the University of Cambridge or any other University or similar institution except as declared in the Preface and specified in the text. I further state that no substantial part of my thesis has already been submitted, or is being concurrently submitted, for any such degree, diploma or other qualification at the University of Cambridge or any other University of similar institution except as declared in the Preface and specified in the text.*

*It does not exceed the prescribed word limit of 60,000 words.*

### **Other forms required at point of submission**

Please see <http://www.cambridgestudents.cam.ac.uk/your-course/examinations/graduate-exam-information/submitting-and-examination/phd-msc-mlitt/submit> for information concerning the forms and declarations which must accompany MD theses (as well as PhD theses).

When your thesis is received it will be acknowledged. Copies will be sent to the two examiners and a member of the MD Committee who will be present at the Act as the independent chair.

### **Examination and the MD Act (viva)**

The internal examiner is responsible for arranging the time and place of the Act with everyone involved.

The Act will be held in Cambridge, in person, although in exceptional circumstances it may be possible for arrangements to be made to attend virtually if necessary. Suitable facilities must be available. Present at the Act will be the candidate, the two examiners and one member of the MD Committee (who is the Independent Chair). The Chair will report the outcome of the Act to the MD Committee.

### **Possible outcomes and approval for the degree**

After the Act, the examiners reports will be sent to the Degree Committee. The Degree Committee will consider the reports at a meeting and make a recommendation to the Student Registry as follows:

- Outright approval for the degree – no corrections required, or those already done prior to the meeting.
- Approval for the degree *subject to corrections* – when you have done these, they should be checked by one, or both, of the examiners (who must then notify the Degree Committee); if the corrections are ‘more substantial’ you will have up to a year to complete them. Where only ‘minor corrections’ are required, it is expected that candidates will aim to have these completed **within 3 months** if possible.
- Allow you to *revise and resubmit* the thesis for examination – you can do this only once; if you do not then meet the requirements for the degree, you will have failed.

### **Hardbound corrected thesis**

Before the degree can finally be approved, you are required to submit two hardbound copies of the corrected thesis to the Student Registry for deposition in the University and Medical Libraries.

Final approval of the award of the degree, when all conditions have been met, is made by the Student Registry from whom you will receive a letter explaining how you should contact your College to arrange conferment of your degree at a University ceremony, a ‘Congregation’.

**Presentation of thesis:** please see [Submitting your hardbound thesis \(final thesis submission\) | Cambridge students](#) for instructions.

The two bound copies should be sent or delivered to the Student Registry, Student Services Centre New Museums Site, Cambridge, CB2 3PT

In addition to submission of a hard bound thesis, you are required to upload an **electronic version of your thesis** to the University repository, **Apollo**. You can do this using the upload form at <https://upload.repository.cam.ac.uk/> where you will find further information.

## **The Postgraduate Education and Clinical Academic Training Section**

This office provides the administrative support for the MD degree.

The Administrative Secretary to the MD Committee is Miss Jane Muir who can be contacted via [md-admin@medschl.cam.ac.uk](mailto:md-admin@medschl.cam.ac.uk)

## **Data Protection – How we use your personal information**

Go to this link for all you need to know about Data Protection

<https://www.information-compliance.admin.cam.ac.uk/data-protection/student-data>

## **Change of Course:**

During the course of your studies it will not be permitted to change from an MD to a PhD.

[Changing Your Course Registration | Cambridge students](#)

[Chapter VII - Degrees, Diplomas and other Qualifications - \(2021 edition of Statutes and Ordinances of the University of Cambridge\)](#) from page 497