

**University of Kent
Centre for Professional
Practice and HEE KSS
MSc in Primary**

Dental Care

WL 898

Guidance for MSc Students and Supervisors

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Guidance for MSc Students and Supervisors Section

1 – Introduction

Aim of guidance for MSc students and supervisors: The aim of this guide is to provide students with detail of the structure and requirements for the written dissertation required for WL898. Details of the Responsibilities of the Student Dissertation Project MSc in PDC and The MSc in PDC Guide for Dissertation Supervisors can be found at Annex A and B respectively.

Use in conjunction with the Module Guide: This guide has been designed to be used in conjunction with the Module Guide for WL898.

Aim of the dissertation: The purpose of the dissertation is for student to demonstrate that they have critically examined, in depth, a research question relevant to their professional practice and are aware of the strengths and weaknesses of the methods used and results obtained. This should be supported by a critical review of the literature, a statement of the methods, an analysis of the data and an extended discussion of the findings. Further details can be found in Section 5.

Use of supervisors: Each student will be allocated a dissertation supervisor. Students should work with their allocated supervisor for the duration of the module to ensure that their work is completed to meet the submission deadline. Students should direct the work and initiate their contacts with their supervisor.

Each student may have up to 10 hours tutorial support, which includes any time used for reading or commenting on material, with their Academic supervisor, or other member of the programme team; which may be in person, by email, telephone, Skype and so on – to suit individual circumstance. Monthly summaries of tutorial support will be recorded by the supervisors, using the form at Annex C, and a copy will be forwarded electronically to the student for their own record and a copy forwarded to the MSc in PDC at dentalmsc@kss.hee.nhs.uk to place in the relevant file for quality assurance archive purposes.

Types of Supervisors

Students may be assigned to one supervisor who will act as both a local and academic supervisor. In some cases students may be allocated to two supervisors to ensure the requirements of the proposed research dissertation are met.

Academic Supervisors

The role of the Academic supervisor is to guide and assist students during their project, this should involve no more than 10 hours of supervision over the year, which may be by telephone and e-mail, plus attendance at a briefing at the beginning of the third year, attendance at a workshop to standardise marking dissertations, and possibly, if required, attendance at a local ethics committee hearing. Academic Supervisors are expected to mark dissertations from students other than the ones they are supervising.

Local/Administrative & Practical/Clinical Supervisors

The role of a local and clinical supervisor is to guide and assist students for whom they are clinically responsible in a Trust. Local supervision involves assisting students in gaining approval for their project from the Trust, Research and Development Office and/ or Audit or NHS Ethics Committee, and ensuring that they are given every opportunity to collect data for their project. It does not involve supervising the writing of the dissertation.

Combined Supervisors

Some supervisors can cover the roles and responsibilities of the local and academic supervisors.

Contact direct: The students and supervisors should be in direct contact. Students should initiate contacts.

Negotiate time: Supervisor tutorials should be negotiated to meet the requirements of the student and the availability of the supervisor. The tutorials may be face to face or by telephone or by email or by other electronic communication such as Skype.

Expected response time: In routine working time students can reasonably expect a response from supervisors within 2 working days. If supervisors or students have planned absences or annual vacation then students they should notify each other in advance.

Plagiarism and duplication: Plagiarism is the act of presenting the ideas or discoveries of another as one's own. To copy sentences, phrases or even striking expressions without acknowledgement in a manner which may deceive the reader as to the source is plagiarism; to paraphrase in a manner which may deceive the reader is likewise plagiarism. A student must not reproduce in any work submitted for assessment (for example, examination answers, essays, project reports, dissertations or theses) any material derived from work authored by another without clearly acknowledging the source.

The University does not accept plagiarism and imposes severe penalties if it occurs in coursework, dissertations, projects and examinations. If you need guidance on the correct use and presentation of quotations and source material, you should consult your supervisor. Full details of the University Plagiarism policy can be found at: <https://www.kent.ac.uk/teaching/qa/credit-framework/creditinfoannex10.html>

Section 2 - Student Support

Libraries and Accessing Literature

As Trust employees (DCTs and Salaried Dentists) or NHS Contractors (those working in practices with contracts for providing General Dental Services within the NHS), all NHS dentists have rights of access to the libraries in their local hospital libraries and to help from the librarians in locating and accessing literature and also to being issued with Athens passwords.

Those, who are members of the British Dental Association can also access literature via the BDA's Information Centre (library) (Tel 0207 563 4550).

Statistical Support

Dr Mike Nicholls of the Centre for Professional Practice (CPP) formerly of the University of Kent has agreed to be available to advise any students on statistical queries. His e-mail address is DrHawk@hotmail.co.uk

R&D and Ethics Approval Applications

The local supervisor is responsible for checking applications to R&D Officers and ethics committees and for countersigning them. If requested, the local supervisor should accompany a student to an NHS Ethics Committee meeting at which the relevant application is being considered. Once countersigned by the supervisor, before they are submitted, NHS Ethics approval applications should be sent to the University of Kent's Research Ethics and Governance Officer - Nicole Palmer (N.R.Palmer@kent.ac.uk) who will check them, advise if any revisions are necessary and countersign them on behalf of the sponsoring organisation (the University of Kent). After this they should then be submitted to IRAS.

Section 3 - Schedule for Completion

The following Schedule for Completion is provided as a guide to how the project dissertation might be achieved in the time scale available. At each of the dates indicated students are asked to contact their Supervisor to provide an update on their progress.

1 September 2016 - Begin further development of literature review (initial review may have been completed when writing the protocol and defining the research question).

By 3 October 2016 - if required, have obtained Ethics approval and have started data collection.

3 September or 8 September 2016 - Attendance at a one day taught session to present work completed so far and for briefing on writing up dissertation (style, assessment, etc). Dates are dependent upon numbers enrolling onto the MSc, third year. Dates are dependent upon the number of students enrolling onto the MSc, third year.

TBC 2017 - MSc Presentation Day. Attendance at one of the MSc Presentation days. Dates are dependent upon the number of students enrolling onto the MSc, third year.

The oral presentation is given in February and March 2017. It is in the form of a 20 minute PowerPoint plus five minutes for questions. The PowerPoint should cover the title of the MSc project, the background to the project, which includes the relevant literature and the relevance to the candidate's practice, the aims and a statement of the problem, the methods used, the results and a discussion of the results. The discussion should highlight any limitations in the study and compare the results with those of previous studies.

If data collection and analysis for the study has not been completed by the time the oral presentation is given, then it is satisfactory for the candidate to give a presentation of interim results and to explain that this is a limitation in the discussion. Those reporting the results of systematic reviews should use the same format.

On the day, candidates should provide handouts of their presentation. The oral presentations are assessed for scientific content and the style, against a scoring grid, a copy of which will be given to candidates in September 2016, when they are briefed on how to give the presentations and design their slides.

By 24th May 2017. To have sent the academic supervisor a completed dissertation for checking.

By 8th June 2017. To have obtained academic supervisor's permission and submitted the final version of the dissertation.

By the 16th June 2017. Two hard copies plus one electronic copy must to be sent to Academic Registrar, the electronic copy to dentalmsc@kss.hee.nhs.uk and the two

hard copies to Academic Registrar, HEEKSS, Dental Dept, 2nd Floor, Stewart House, 32 Russell Square, London WC1B 5DN. **No later than 5pm on the 16th June 2017.**

Marking will be completed by the **first markers no later than the 4th July 2017** and **2nd Markers by the 8 July 2017**

12th July 2017. Work will be then forwarded to External Examiner for comments.

TBC (end) July 2017. Board of Examiners will be consider and confirm the results, prior to their submission to the University of Kent for final confirmation.

Marks: Unconfirmed marks may be given to MSc students in August 2017. However, they have to be confirmed by the University of Kent and formal notification be will not be given until the results have been considered by the University's Board of Examiners.

Section 4 – Format and Submission

The “body” of the dissertation (from introduction to final sentence of conclusions but excluding title page, acknowledgements, abstract, tables of contents, list of references and annexes or appendices) should be 10,000 words long or within +/-10% of this length. As an absolute minimum and usually considerably more than at least 40+ relevant references will be cited. The dissertation should be written in the third person in UK English. Spelling should conform to the Oxford English Dictionary.

The following **layout should be used**:

Paper:	A4
Font:	Ariel
Font Size:	12 point for the text
Spacing:	Double spacing
Left hand margin:	Approximately 40mm on binding edge and the other margin must be at least 15mm

Print should be on one side of paper only not back to back

The student must submit 2 soft bound copies plus an electronic copy and use the documents provided at Annex D and E.

In addition, each copy must show on the cover:

- The name of the student
- The student number
- The title of the dissertation
- The degree for which the dissertation is submitted
- The year of submission

The dissertation should be presented under the following headings which are then detailed in Section 5 of this guide:

- Title page
- Acknowledgements
- Declaration
- Table of Contents (including annexes and appendices)
- Table(s) of Figures and Tables
- 1. Abstract
- 2. Introduction and Review of the Literature
- 3. Aim
- 4. Statement of the Problem – Research Question related to the student’s professional practice
- 5. Methodology and Methods
- 6. Results and Analysis
- 7.. Discussion
- 8. Conclusions (and Recommendations)
- 9. References
- Annexes and Appendices

All the above sections should each start on a new page.

Sub-headings and sub-sub-headings should be used where appropriate for example:

- 2. Introduction**
- 2.1 Overview**
- 2.2 Power Relationship**
- 2.2.1. Legitimate Power**
- 2.2.2. Charismatic Power**

Section 5 - Guidance on Dissertation Content

The content of the sections will vary from project to project. The following guidance should not be viewed as fully comprehensive for all dissertations, in particular the suggested numbers of words for sections.

Title Page (Not counted in the word count)

Should provide the following information:

- The name of the student
- The student number
- The title of the dissertation
- The degree for which the dissertation is submitted
- The year of submission
- The title of the dissertation
- The number of words

Acknowledgements (Not counted in the word count)

The content of this page is at the discretion of the individual MSc students. However, it is usual to acknowledge the help of the supervisor, any sponsorship and the MSc student's family.

Declaration (Not counted in the word count)

This should state:

"Except for the help listed in the acknowledgements, the contents of this submission are entirely my own work. This work has not previously been submitted, in part or full, for a degree or diploma of this or any other University or examination board."

It should be signed by the student.

Students are reminded of the University of Kent's policy on plagiarism which is set out by the University of Kent, Office for Quality Assurance and Validation in the document.

Tables of Contents, Figures and Tables (Not counted in the word count)

Other than the title page, all pages must be numbered. Page numbers should appear in the bottom right corner.

The table of contents should include the names of all sections, sub-sections, sub-sub-sections and the page their numbers.

Tables and figures should appear as near as possible to the text to which they refer. Each table and figure should appear on a single page (not split) and be clearly labelled with a number and a descriptive title in which the words "Table" and "Figure" are written in full and not abbreviated to Tab. or Fig.

Whenever possible, tables should **not** be split over two pages.

Abstract (Not counted in the word count)

The abstract should give a summary of the project in no more than 300 words and be structured under the headings Aim(s), Methods, Results, Conclusions. It is essential that the aim(s) of the project are clearly stated in the abstract.

Introduction (Approximately 500 words)

The introduction should start with an overview of the project and the relevance to the students area of professional practice.

Literature Review (Approximately 2000 words)

This section should commence a brief description of how the literature search was performed which should include:

- Names of search engines e.g. ERIC, etc.
- List of key words used when searching.
- Languages searched and time frame for search, e.g. only publications in English since 1960.
- Inclusion and exclusion criteria

It should then review literature relevant to the topic of the dissertation

The literature review should be undertaken taking a systematic approach and full details of this may be provided as an Annex.

Aim(s) (Approximately 150 words)

The aim or aims of the project must be clearly stated in this section. A list of objectives with the aim(s) may follow where appropriate.

Statement of the Problem or Hypothesis (Approximately 500 words)

A statement of the problem to be investigated and, if relevant, the hypothesis. This should be clearly linked to an area of the student's professional practice.

Methodology and Methods (Approximately 1100 words)

The section should provide an overview and relevance of the methodological underpinning, which should be then linked to the chosen methods for data collection and analysis.

This section should include sufficient information to enable someone with little prior knowledge of the 'problem' or project question under investigation to repeat the investigation using exactly the same methods.

Details of ethics approval, or the reasons why this was unnecessary, and a full description of any statistical tests that were applied to data must be included. Where required a signed copy of the Screening Form For Ethics Submission to the CPP Ethics Committee of the University of Kent or a letter from a Trust R&D officer and/or a letter from the Chairman of an NHS Local Ethics Committee should be attached as an Annex

Any questionnaire(s), letters, etc should be described and included as annexes/appendices to the dissertation.

Results and Analysis (Approximately 2000 words)

Analysis of the data should be clearly and systemically detailed and suitable tables of results included, together with graphs/bar charts, etc where necessary. Any theoretical frameworks should be fully justified. The method of analysis should be appropriate to the method of data collection.

Where applicable, all results must be presented and any drop outs or, if a questionnaire has been used, questions not answered by some or all respondents must be accounted for.

Discussion (Approximately 3000 words)

The discussion should commence with a critique of the methods used.

It should then discuss all the results and compare them with those obtained from previous studies in the topic area of the project. It should then discuss any future work needed to give further insight into the problem investigated.

Conclusions and Recommendations (Approximately 400 words)

Conclusions should be drawn from the results of the project. These should be related to the original research question and linked to professional practice.

Conclusions must not speculate over and above the results and, if appropriate should be followed by recommendations.

A brief initial sentence relating the conclusions to the aim, followed by a series of bullet points should suffice. For some dissertations, recommendations are inappropriate. If recommendations are given, they can also be presented as an initial sentence followed by bullet points.

References (Not counted in the word count)

References should be in Harvard Style – please use Cite Them Right as your guide to referencing.

Annex and Appendix (Not counted in the word count)

Where required, a fully signed copy of the signed copy of the Screening Form For Ethics Submission should be enclosed in the document as an 'Annex

All Annexes should be clearly referred to in the body of the document.

Section 6 - Questions and Submission

Questions Or Academic Concerns Related To The Dissertation Project: Any questions or clarifications on the project should, in the first instance be referred to your Supervisor then to the Third Year module lead kenneth.a.eaton@btinternet.com, Tel: 01233 813585 (normally after 8.00 p.m.)

Any administrative questions should be directed to the Academic Registrar at dentalmsc@kss.hee.nhs.uk

Name: Please address your enquiry to the Academic Registrar
Email: dentalmsc@kss.hee.nhs.uk
Hours: Monday - Friday 09.00 - 17.00
Telephone: 020 7127 6269 (generic dental number) and 020 7127 6267
Address: Academic Registrar
MSc Primary Dental Care Dental Department
Health Education England Kent Surrey Sussex
2nd Floor, Stewart House
32 Russell Square
London
WC1B 5DN

Submissions

Please make sure that it is posted to arrive by the deadline date. It is suggested that you use special delivery or if convenient deliver them in person.

Submission by post: Two hard copies should be posted to:

Academic Registrar
MSc Primary Dental Care
Health Education England, Kent Surrey Sussex
2nd Floor, Stewart House
32 Russell Square
London WC1B 5DN

Submission by hand: In the event that you are unable to post your work then submission may be by hand, copies should be placed in a sealed envelope and labelled as follows:

**ASSIGNMENT ENCLOSED – WL 898 MSc Dissertation FAO –
Academic Registrar –MSc in Primary Dental Care**
Health Education England Kent Surrey Sussex
2nd Floor, Stewart House
32 Russell Square
London WC1B 5DN

Receipt for Work: A receipt will be provided by the Academic Registrar when the document arrives in the department.

Late Assignments and Extension Requests

All work should be submitted by the given deadline. You may submit your work at any time before the deadline date.

Late work, without an agreed extension, will be given a mark of zero and subsequent resubmissions capped at 50% (bare pass level).

Request for Extensions:

Students are reminded that extensions will only be granted in extreme and extenuating circumstances.

Any request for an extension must meet the criteria for concession. All requests for concessions will be considered by the Deanery's Dental Concessions Committee.

Applications should be submitted not less than one week before the assignment deadline.

Any extension requests will be taken to the Concessions Committee.

If in doubt ask please contact the Programme Co-ordinator for the MSc in Primary Dental Care.

Academic Registrar Contact Details:

Please address your enquiry to the Academic Registrar for the MSc in Primary Dental Care

Email: dentalmsc@kss.hee.nhs.uk
Hours: Monday - Friday 09.00 - 17.00
Telephone: 020 7127 6269 (generic dental number) and 020 7127 6267
Address: Academic Registrar
MSc Primary Dental Care
Dental Department,
Health Education England Kent Surrey Sussex
2nd Floor, Stewart House
32 Russell Square
London WC1B 5DN

Feedback on Dissertation

The Centre for Professional Practice aims to provide feedback and provisional marks for the submitted assignments within 6 weeks of submission.

Responsibilities of the Student Dissertation Project MSc in PDC

Participation

Postgraduate students should participate fully and take the initiative in planning and executing their project study needs and any necessary additional training, and will share with their Project Supervisors the responsibilities involved in the monitoring progress. All students must attend the taught session for WL 898.

Supervision

The role of both the Local and Academic supervisors is one of an encourager, a listening ear, and to offer suggestions and guidance. They will aim to move the project forward, more by asking questions than telling students what to do.

Project Supervisors are not minders; the relationship with the student is one of adult to adult not parent to child. All students are asked to understand and to respect the Project Supervisors' availability and time constraints.

Support Publications

Students must familiarise themselves with University, Faculty and Centre requirements, procedures for dissertation projects and associate study by reading the Module Guide for WL 898 and University academic guides and documentation.

Planning and Progress

Students are expected to participate in planning, progressing, and completing their studies, including preparing for reviews regarding confirmation and must participate as required in the process of monitoring their progress.

Students may forward questions to the Project Supervisor and should expect a response within 2 working days, unless during a period of notified absence.

Student may request their Academic Project Supervisors to read written work. One draft per section outlined below is generally reasonable:

- Introduction with Literature Review, Statement of the Problem – Research Question related to the student's professional practice and Aims
- Review of Literature
- Methodology and Methods
- Results and Analysis
- Discussion and Conclusions (and Recommendations)

These Sections should be forwarded by prior arrangement to the Academic Project Supervisor. This work will be received, read and constructive criticism provided within reasonable time (5 working days unless on period of pre-warned absence). This reading time will count against the tutorial time allocate for a student.

The Academic Project Supervisor will expect to see at least the final draft of the student project on one occasion and comment, but this will not be a full proof reading, and spelling and grammar will remain the responsibility of the student.

Meeting Assessment Deadlines and Requirements

Students must submit written work on time and attend supervision sessions as required by the Centre and University.

Extensions to Deadlines

Extensions to deadlines are only granted in exceptional circumstances and should follow the procedures outlined in the Module Guide. All requests for extensions to module assignment deadlines must meet the criteria for Concessions.

Completion:

Students are expected to complete their dissertation and submit within their registration period or additional costs will be incurred. Any resubmissions will incur an additional cost.

The MSc in Primary Dental Care Guide for Dissertation Supervisors

Supervision

There will be the requirement for regular supervision and all students have been allocated a Project Supervisor or Supervisors. Students are expected to negotiate regular meetings, which may be via Skype or telephone, with their Supervisor(s).

General Role of Supervisors

The general role of Project Supervisors is to guide and assist students during their project. As detailed on page 3 of this guidance document, some students will have just one supervisor who will be responsible for all aspects of their supervision (local and academic). However, others will have two supervisors, one local and one academic. The Local Supervisor deals with local aspects of the project but not the academic supervision of the production of the dissertation. The Academic Supervisor is responsible for overseeing the writing of the dissertation and **maybe asked to mark at least one dissertation but usually not that of their student(s).**

Project Supervisors are required to identify any potentially fraudulent behaviour and ensure proper research governance procedures are complied with. For example looking through any transcripts or statistics and being reassured the analysis is correct.

The Project Supervisor's role is one of an encourager, a listening ear, and to offer suggestions and guidance. Project Supervisors should aim to move the project forward by asking questions and entering into discussion, rather than telling the students what to do. Project Supervisors are not minders; the relationship with the student is one of adult to adult not parent to child. All students have been requested to respect the Project Supervisor's time and other responsibilities. **If possible supervisors should attend the oral presentation of the results of the project(s) they are supervising. The oral presentations are given in either February or March on the dates listed on page 6 of this document.**

Alongside this guidance are the University regulations for dissertations as well as the Module Guide and a step by step guide, which have been given to students during the taught session of WL 898. The Project Supervisor should be fully conversant with the Module Guide and Project Guide; copies are available on Moodle WL 898. The Responsibilities of the Student are also contained in the Module Guide.

The student has also been given a copy of these details about the supervision process.

Format for Supervision Sessions

There is no specified format for these meetings so, for example, where face to face meetings are not possible, there is an expectation that, the supervision will take place by a method which is as close as possible to a meeting – Skype and so on, in order to retain some quality contact time. Supervision by telephone or email may be used but should not be the only method of supervision. It is important that during the supervision meetings the student's progress to date and the future direction of their research are discussed.

Academic Supervision Progress Records

In order that adequate audit of supervision can be carried out and so that supervisors may undertake continuous monitoring of their student progress, Academic Supervisors are required to ensure the maintenance of a supervisor's progress record of at least 6 supervision meetings. These records should be completed, a copy given to the student and a copy forwarded to the MSc in PDC Programme Co-Ordinator and placed in the relevant file. Copies

of the supervision progress record (Annex C) should be forwarded to the student and Academic Registrar within two working days of the supervision being conducted.

Student Training Needs

The Academic Supervisor should discuss with the student what academic skills training the student requires in order to complete the research dissertation project. They should agree with the student any additional training which is compatible with the student needs and which is achievable in relation to the student's professional and study commitments within the limits of the registered period of study, making clear to the student responsibilities regarding organising and attending the training. The Academic Supervisor should take reasonable steps to facilitate the student training needs which may involve other services. .

Appearance at NHS Ethics Committees

If the student's project requires NHS ethics approval, it is the responsibility of the local supervisor to check and sign the application forms, to ensure that they are then sent to the Research Ethics and Governance Officer, University of Kent for checking and for signature as the sponsoring organisation and then their submission to IRAS/NRES. If requested by the student, local supervisors should accompany them to the Ethics Committee meeting at which the application is considered.

Written Work

The Academic Supervisor should expect requests to read written work. One draft per section outlined below is generally reasonable:

- Introduction with the Literature Review, Statement of the Problem – Research Question related to the student's professional practice and Aims
- Review of Literature
- Methodology and Methods
- Results and Analysis
- Discussion and Conclusions and Recommendations

Draft work should be received, read and constructive criticism provided within reasonable time (5 working days unless on period of pre-warned absence). This will count against the tutorial time allocate for a student.

It is expected that written drafts would be submitted to the Project Supervisor, at a negotiated interval before the tutorial, so that there can be constructive discussion at the tutorial.

The Project Supervisor should expect to see at least the final draft on one occasion and comment, but this will not be a full proof reading, and spelling and grammar will remain the responsibility of the student.

Marking and Calibration

As mentioned previously, **Some** Academic supervisors will be required to mark dissertations but not of the students they are supervising. In order to try to ensure that they do so to a uniform standard, supervisors will be required to attend a half day training and calibration session, over and above the 10 hours of supervision time.

Submission of Dissertation

Once the academic supervisor has checked the final version of the dissertation, it should be submitted to the Health Education Kent Surrey and Sussex accompanied by the forms (Annex D and Annex E).

Annex C

**Supervision of Students – MSc in Primary Dental Care
STUDENT/SUPERVISOR RECORD OF SUPERVISION**

Student Name: **Supervisors Name:**

MSc Primary Dental Care **WL 898**

Date of Meeting¹: **Duration of Session:**.....

Progress Since Last Recorded Meeting	
Discussed During This Meeting	
Work Agreed	

Supervisor's Comments:

PG Student Signed: **Dated:**

Supervisor Signed: **Dated:**.....

NOTES:

1. The aim of this form is to assist students in monitoring their progress and planning their work.
2. Supervisors are asked to complete the form, retain a copy, provide the students with a copy and forward a copy to the, MSc in Primary Dental Care Coordinator, who will place it in the relevant file

¹ The supervision recorded on this form may have been conducted by email or telephone or face-to-face.

Annex D

**UNIVERSITY OF KENT
NOTICE OF SUBMISSION OF DISSERTATION - COURSEWORK DEGREES**

This form should be completed in **block capitals** and submitted with your dissertation to the HEKSS Dental Department.

The attention of MSc students, **particularly those from overseas**, is drawn to the fact that the **form, order and spelling** of your name on this form will be used in recommendations for the award of the degree and in preparation of certificates, ie 'other names' followed by 'surname'.

Surname:	*Mr/Mrs/Ms/Miss/Dr
Other Names:	
UKC: Student No	
Home Address:	Local Address: <i>(if different from home)</i>
	From: To:
E-mail address:	
Please inform the dentalmsc@kss.hee.nhs.uk, immediately of any changes in either addresses.	
Faculty: HEKSS/ CPP	
Name of Supervisor/s:	
Title of Degree Programme:	
Degree for which you are a MSc student:	
Title of Dissertation:	
Candidate Signature:	Date:
Supervisor Signature:	Date:

* Delete as applicable

UNIVERSITY OF KENT

ACCESS TO A MASTER'S DEGREE OR
POSTGRADUATE DIPLOMA DISSERTATION

In accordance with the Regulations, I hereby confirm that I shall permit general access to my dissertation at the discretion of the University Librarian. I agree that copies of my dissertation may be made for Libraries and research workers on the understanding that no publication in any form is made of the contents without my permission.

Notes for MSc students

1. Where the examiners consider the dissertation to be of distinction standard, one copy will be deposited in the University Library.
2. The copy sent to the Library becomes the property of the University Library. The copyright in its contents remains with the MSc student. A duplicated sheet is pasted into the front of every thesis or dissertation deposited in the Library. The wording on the sheet is:-

"I undertake not to use any matter contained in this thesis for publication in any form without the prior permission of the author."
Every reader of the dissertation must sign and date this sheet.
3. The University and HEKSS has the right to publish the title of the dissertation and the abstract and to authorise others to do so.

Signature Date

Full Names

(Please print, underlining surname, in order to assist the cataloguing of theses/dissertations deposited in the Library)

CERTIFICATE ON SUBMISSION OF DISSERTATION

I certify:

1. that I have read the University Degree Regulations under which this submission is made;
2. that, in so far as the dissertation involves any collaborative research, the extent of this collaboration has been clearly indicated; and that any material which has been previously presented and accepted for the award of an academic qualification at this University or elsewhere has also been clearly identified in the dissertation.

Signature..... Date