

Campus Allocation Policy for HYMS postgraduate courses

Information for applicants

Principles

- All HYMS postgraduate students are registered at either the University of Hull or the University of York (the 'parent Universities').
- All HYMS postgraduate Certificates, Diplomas and Degrees are jointly awarded by the University of Hull and the University of York, irrespective of the University of registration.
- All postgraduate students registered for jointly awarded qualifications have access to facilities at both parent Universities.
- Postgraduate research (PGR) students are normally registered at the parent University that employs their principal supervisor. In the case of students supervised principally by an Honorary member of HYMS staff, the student is registered at the University that employs their co-supervisor.
- Postgraduate taught (PGT) students are normally allocated to their University of registration by random ballot to create, wherever possible, two groups of equal size.
- Students registered concurrently on two postgraduate qualifications will be registered at the same institution for both qualifications, regardless of the random ballot. If registered for a research and a taught qualification the registration will follow the process for research student campus allocation.
- The University of registration may be distant from the normal place of study. PGT students may be required to attend formal teaching (including lectures, seminars, workshops, tutorials and study days) at either parent University and/or other partner institutions, irrespective of University of registration. PGR students will usually be based at the location most appropriate to facilitate the research they are undertaking. This may change over time depending on the phase or nature of the work.
- Applicants should only accept a place on a HYMS postgraduate programme if they are prepared to be registered at either parent University.
- Applicants will only be allocated when they have firmly accepted the offer of a place on a HYMS postgraduate programme.
- HYMS reserves the right to alter applicants' University of registration if there is a serious imbalance of student numbers at the two Universities. This will be done only if absolutely necessary.

Practice

- For PGR applicants, the University of registration will normally be stated on the offer letter.
- Allocation of each PGT student to University of registration will be undertaken soon after the applicant has firmly accepted their offer.
- PGT allocations per student for each programme will alternate between the Universities (i.e. if the first student is allocated to Hull, the next will be allocated to York and so on). The

University that takes the first student under this model will be annually determined randomly for each programme.

Applicants registered as current students at either parent University will not necessarily be registered at the same University for their HYMS postgraduate programme.

Registration at both parent Universities can normally be undertaken remotely (i.e. electronically or by post). However, in some circumstances (for example when visas are needed), students may be required to register in person.

Requests for registration at a particular parent University or a change in registration will be considered only in exceptional circumstances. Students who wish to apply for change in registration should put their case in writing to the Admissions and Progression Officer, HYMS Postgraduate Centre (for contact details see <http://www.hyms.ac.uk/postgraduate/>).

Student regulations for HYMS can be viewed at: <http://www.hyms.ac.uk/about/codesofpractice.asp>

Student regulations for the University of Hull can be viewed at: <http://www2.hull.ac.uk/student/studenthandbook/regulations.aspx>

Student regulations for the University of York can be viewed at: <http://www.york.ac.uk/newstudent/regulations.htm>

Students intercalating from the HYMS MBBS

PGR and PGT students that are intercalating from the HYMS MBBS get allocated to campus in the same way as any other student entering a HYMS PG programme.

PGR students will be registered at the University that employs their principal supervisor, even if different to their registration University for the MBBS.

PGT students will enter the normal allocation ballot, and may be allocated and hence registered to the University that is not their MBBS University of registration.