



STRUCTURE OF STUDIES FOR MASTERS AND DOCTORAL PROGRAMMES AT UCC

Introduction

The University of Cape Coast offers non-research and research graduate degree programmes, on full-time, part-time, distance and sandwich modes.

1. Non-Research Masters Programmes

The non-research masters programmes (M. Sc., M. A. and M. Ed) are by course work only, and done in two semesters over one year (12 months). The minimum number of credits is 30, with 15 credits per semester.

The MBA programme is however, unique. It is done in 15 months in two to three semesters. The minimum number of credits is 48, including a dissertation with 6 credits.

The non-research masters programmes are offered mostly on the distance and sandwich modes. Admission to the programme is a good first degree (Refer to the SGS policy document).



Regular and Distance Programmes



Sandwich Programmes (June-July each year)

Table 1: Non-Research Masters Programmes by Course Work

Course	Credit
Semester I: Courses	15
Semester II: Courses	15
Total (Minimum Credits)	30

2. Research Masters Programmes

The research master's programme (MPhil/MCom/MN) is done in two years. The first year is in two semesters, followed by one year of research. The minimum number of credits is 60 over four semesters, and each semester will carry 15 credits. Admission to the programme is a good first degree and candidates must meet the SGS requirements (e.g. CGPA of 2.5) for progression from Year 1 to Year 2 (Refer to the SGS policy document).

Candidates who have already completed the non-research master's degree and meet the requirement for progression are admitted to the second year of the programme for an additional 30 credits.

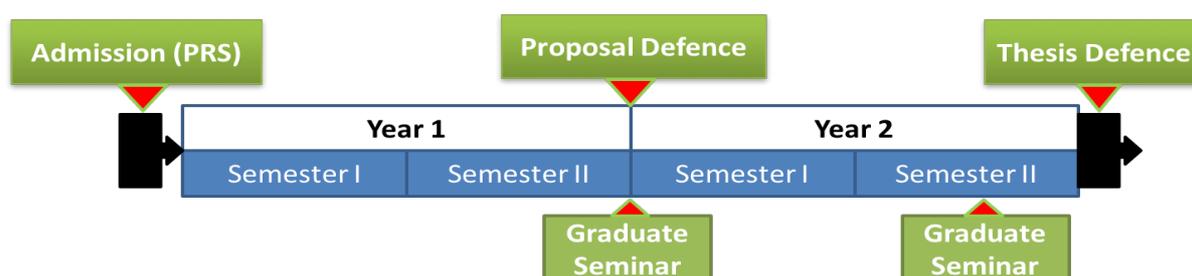


Table 2: Research Masters Programmes

Course		Credit
Year I		
Semester I:	Courses	15
Semester II:	Courses	15
<i>Sub-Total</i>		30
Year II		
Semester I:	Thesis	12
	Seminar I	3
Semester II:	Thesis	12
	Seminar II	3
<i>Sub-Total</i>		30
Total (Minimum Credits)		60

Note:

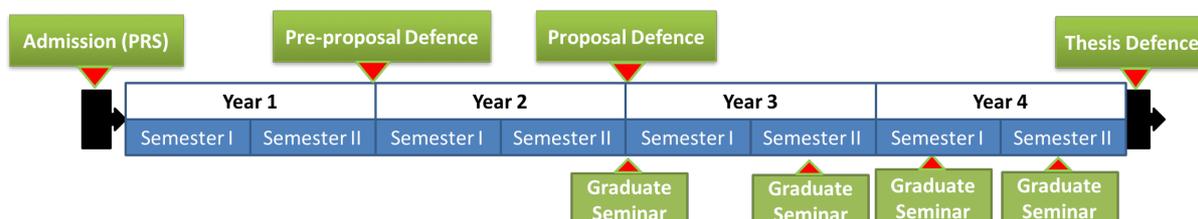
- i. Non-research master's degree candidates enrolled in a research master's degree (MPhil/MCom/MN) may be required by their Department/supervisors to take and/or audit a course(s).
- ii. Seminars are mandatory for all research masters' students, and as per the SGS policy they should be assessed and graded:
 - a) Seminar I: Presentation of final thesis proposal (Done at the start of Year II).
 - b) Seminar II: Presentation of final research output (Done before submission of thesis for examination/viva voce).
- iii. Students may be required by the SGS/Departments to participate in other important, but non-scoring, seminars as part of the mentoring process (e.g. Seminar on progress of work)
- iv. Masters students will be expected to register at the beginning of each semester for the courses on offer (including seminars and thesis).

- v. The credit load for the thesis specifies the period students are expected to at least spend on the thesis per week, and not for determination of Cumulative Grade Point Average (CGPA).
- vi. For progression and obtaining the credit loadings for the seminars, Colleges /Schools/Faculties/Departments are to develop graduate protocols that define the mode of assessment.
- vii. Final thesis will be judged as pass or fail by examiners based on the SGS grading system (Refer to the SGS policy document).
- viii. The masters programmes can be undertaken on regular, sandwich or distance modes.
- ix. Part-time masters' students will have additional one year for the thesis.

3. Doctoral Programmes

a. Candidates with first degrees (upgrading)

First degree candidates with the potential of pursuing a doctoral degree will undertake the programme over four years (eight semesters): one year (two semesters) of course work, and three years of research. In each semester, a student is expected to accumulate 15 credits, bringing the total to 120 credits at the end of the four-year period. First degree candidates with potential for doctoral degree must meet the SGS requirement for step-up/upgrading (Refer to the SGS policy document).



b. Candidates with non-research masters' degrees (upgrading)

Non-research degree candidates with the potential of pursuing a doctoral degree will undertake the doctoral programme for either three years (six semesters) or four years (eight semesters), depending on prior knowledge, research capabilities and nature of the degree. Depending on the outcome of the selection, such candidates will follow structure for 3(a) or 3(c). Candidates entering with CGPA of 3.5 or better, who scored B+ or better in Research Methods, with not more than one grade C+ in the programme area may be admitted to the second year of the doctoral programme to pursue the course for three years (six semesters) similar to the candidates in 3(c) below.

c. Candidates with research masters' degrees

Candidates who enter the doctoral programme with research masters' degrees, will pursue the course for three years (six semesters) starting in Year II (Table 3): one year (two semesters) of course work, seminars and presentations, and two years of research. In each semester, a

student is expected to accumulate 15 credits. This will bring the total number of credits to 90.

Table 3: Doctoral Programmes

Course		Credit
Year I		
Semester I:	Courses	15
Semester II:	Courses	15
<i>Sub-Total</i>		30
Year II		
Semester I:	Course(s) ^a	6
	Thesis	12
Semester II:	Thesis	12
<i>Sub-Total</i>		30
Year III		
Semester I:	Thesis	12
	Seminar I	3
Semester II:	Thesis	12
	Seminar II	3
<i>Sub-Total</i>		30
Year IV		
Semester I:	Thesis	12
	Seminar III	3
Semester II:	Thesis	12
	Seminar IV	3
<i>Sub-Total</i>		30
Total (Minimum Credits)		120

Note:

- i. ^a All doctoral students will take at least two additional courses (minimum of 6 credits) in Year II (see Table 3). The courses may include advanced research methods (quantitative/qualitative), advanced statistics, and academic writing, if they have not already taken them.
- ii. PhD candidates will devote the second to fourth years to thesis writing and seminars for a total of 30 credits per year.
- iii. The credit load for the thesis specifies the period students are expected to at least spend on the thesis per week, and not for determination of Cumulative Grade Point Average (CGPA).
- iv. For progression and obtaining the credit loadings for the seminars, Colleges/Schools /Faculties/ Departments are to develop graduate protocols that defines the mode of assessment.
- v. Students may be required by the SGS/Departments to participate in other important, but non-scoring, seminars as part of the mentoring process (e.g. Seminar on progress of work)
- vi. Doctoral students will be expected to register at the beginning of each semester for the courses on offer (including seminars and thesis).
- vii. Final thesis will be judged as pass or fail by examiners based on the SGS grading system (Refer to the SGS policy document).

- viii. PhD candidates with masters' degrees (research or non-research) who are required by a Department to take the full complement of MPhil level courses in the first year will follow the structure for 3(a) as in Table 3, and take up to 4 years to complete.
- ix. The seminars are mandatory for all PhD students and per the SGS policy they should be assessed and graded:
 - a) Seminar I: Presentation of final research proposal (Done at the start of Year II)
 - b) Seminar II: Presentation of 1st research output (Done in 2nd Semester of Year II)
 - c) Seminar III: Presentation of 2nd research output (Done in 1st Semester of Year III)
 - d) Seminar IV: Presentation of 3rd research output (Done before submission of thesis for examination/viva voce)
- x. All PhD students may be required by the SGS/Departments to participate in other important, but non-scoring seminars as part of the mentoring process.
- xi. Doctoral programmes can be undertaken on regular, sandwich or distance modes.
- xii. Part-time doctoral students will have additional one year for the thesis.