

# Masters in Open and Networked Higher Education (MONHE)

## MONHE Dissertation Timeline

### MONHE Dissertation Proposal Document Development

The proposal will be a separate document additional to the fillable proposal cover form. It will include a title, the research questions asked, an abstract (of about 500 words briefly contextualising the study, sharing a rationale, and preliminary review of literature that informs your study and to which your study will relate to), identification of the research approach and the specific research methods that will be used to carry out the research for answering your research questions, ethical considerations and anticipation limitations and/or constraints. All included, the proposal all included should not be longer than 4/5 pages. Remember that the proposal needs to be endorsed by your research supervisor.

### MONHE Dissertation Research Proposal Approval

A MONHE dissertation proposal must first be unconditionally accepted by the Board of Studies BoS before you can proceed further.

Send as an email attachment to the current MONHE administrator [roberta.saliba@um.edu.mt](mailto:roberta.saliba@um.edu.mt) copying the current MONHE coordinator [maria.cutajar@um.edu.mt](mailto:maria.cutajar@um.edu.mt)

### MONHE Dissertation Research Ethics Clearance

After the MONHE dissertation proposal has been accepted by the BoS, the proposed research must be unconditionally accepted by the Faculty Research Ethics Committee (FREC) before it can be carried out.

Apply for FREC clearance using the online URECA system

### MONHE Dissertation Research Development and Writeup

After the MONHE Dissertation research proposal has obtained ethical clearance, the researcher proceeds to carry out the research and write the dissertation report.

### MONHE Dissertation Submission and Grading

The MONHE Dissertation is submitted using the VLE MONHE dissertation portal (ACA5055). Note that you need to add the unique URECA application code in the signed authenticity declaration. Additionally, you must include a copy of the FREC unconditional clearance document for the dissertation research as part of the preliminary pages of the dissertation report. Remember that apart from submitting the dissertation document using the VLE MONHE dissertation portal, you need to send the signed authenticity statement and a copy of the supervision logbook as email attachments to the current MONHE administrator [roberta.saliba@um.edu.mt](mailto:roberta.saliba@um.edu.mt) copying the MONHE coordinator [maria.cutajar@um.edu.mt](mailto:maria.cutajar@um.edu.mt). The Board of Examiners (BoE) will grade and assess your dissertation using the [UM Postgraduate Dissertation Marking Scheme](#). In due course, the grade and assessment report will be communicated to you by the MONHE administrator. The grade and assessment report may be temporarily withheld if the BoE require revisions to the dissertation document. Requested revisions need to be endorsed by the supervisor and accepted by the BoE. The grade and assessment report are communicated once the dissertation document is fully accepted by the BoE.

### **MONHE Dissertation Timeline – Cohort 1 (2022-2025)**

March/April 2024	Proposal Submission and Acceptance A MONHE dissertation proposal must first be unconditionally accepted by the Board of Studies. Send to the current MONHE administrator <a href="mailto:Roberta.saliba@um.edu.mt">Roberta.saliba@um.edu.mt</a> copying the current MONHE coordinator <a href="mailto:maria.cutajar@um.edu.mt">maria.cutajar@um.edu.mt</a>
May-June 2024	FREC application submission to obtain the unconditional acceptance to carry out the research according to the research ethics and data protection (REDP) application approved by the FREC committee.
July-November 2024	Data Collection and preprocessing of collected data
December 2024 – February 2025	Data Analysis and the writing of the research findings
March – April 2025	Compilation of the Dissertation document
May 2024	Fine-tuning the dissertation report document in preparation for final submission. Remember to include a copy of the FREC ethical clearance document in the preliminary pages of the dissertation report.
Early June 2025 [Exact date TBA]	Turnitin Submission of the dissertation report, the signed authenticity declaration form, a copy of the logbook. Send an email alerting the current MONHE administrator <a href="mailto:Roberta.saliba@um.edu.mt">Roberta.saliba@um.edu.mt</a> of the submission. Copy the current MONHE coordinator <a href="mailto:maria.cutajar@um.edu.mt">maria.cutajar@um.edu.mt</a> in this email correspondence.
July – August 2025	Board of Examiners (BoE) assess your dissertation using the marking scheme shared in the <a href="#">General Regulations of UM Postgraduate Awards</a> . In due course you will receive the dissertation examination report. The grade and feedback report will be communicated after the confirmation that any amendments required by the BoE are completed.