**RESEARCH FLOW**

**STEP 1: Student:**
- Year 2 – February: Register for PAD 898, submit draft Research Proposal, MoA and Ethical Clearance to SPMA Postgraduate Administrator during the 1st week of a month (see regulation for completion of the MPA degree)
- Postgraduate Committee considers the draft Research Proposal and appointment of supervisor (no submission June/Nov exam and Dec/Jan recess period)
- Conduct research and compile draft chapters for consideration – (no submission to supervisor during June/Nov exam and Dec/Jan recess period)

**STEP 2: Student:**
- Obtain SPMA supervisor’s approval for submission and 1st formal submission to SPMA Postgraduate Administrator (1st week of April for May examination and 1st week of September for October examination)
- Submit 2 bound hard copies of the mini-dissertation

**STEP 3: SPMA:**
- Postgraduate Committee: Appointment of examiners
- Distribute copies of mini-dissertation to examiners

**STEP 4: Examiners:**
- Review mini-dissertation – 1 month (May/Oct – 6 weeks allowed)
- Submit examiner’s report/examination forms to SPMA Postgraduate Administrator (Postgraduate Committee) by middle of June/December – final results to EMS Faculty Administration

**Recommendation 1:**
- Accept with no adjustments

**Recommendation 2:**
- Accept, but request smaller adjustments
- Adjust in consultation with supervisor and submit to SPMA Administrator

**Recommendation 3:**
- Refer back for revision and re-submission
- Repeat steps 2-4
- Move to next graduation cycle - possibility for re-registration

**Recommendation 4:**
- Reject mini-dissertation
- Re-registration
- Restart with step 1

**STUDENT RESPONSIBLE FOR CONTINUOUS INTERACTION WITH SUPERVISOR VIA APPOINTMENT**

**NOTE:**
- Autumn Graduation – April
- Spring Graduation – September

**MPA 1: Compulsory Subject – NME 801: Research Methodology (Year 1 of study)**
- Practical assignment – Research Proposal for mini-dissertation
- Assessment and feedback – Make adjustments and amendments derived from feedback

**AWARD DEGREE**