



UCD REGISTRY

Clárann UCD

***Subject - Update: Research Degree Thesis
Paper based submissions discontinued from 01 September 2021***

This email has been circulated to: Graduate Research Students

CC: Graduate Studies, Graduate Research Board (GRB)

Dear Student,

We would like to draw attention to changes in research degree thesis submission and examination processes. From 1 September 2021, research thesis submissions for examination by softbound paper format will no longer be accepted. Research theses should instead be submitted using the [eThesis Examination System](#). Additionally, any revisions required post-examination must also be submitted and approved via the eThesis Exam System.

The university has endorsed the use of eThesis Examination system for the following reasons:

- This new process is more eco-friendly which is very relevant at this time.
- The move from paper based to the eThesis System is in line with UCD's Strategy 2020-2024 -Transforming through Digital Technology
- Greater transparency and tracking throughout the process, allowing you to see at what stage of the process your thesis is.
- Security, GDPR compliance and Data protection are ensured through the system.
- Submission and examination is possible from any geographical location.
- Faster processing times from submission to award date.
- Wide dissemination and enhanced discoverability of research following transfer to the UCD Research Repository (RRU) on award approval.

Please note:

- At the conclusion of the examination process, you are still required to submit a physical, final hard bound thesis to the Student Desk, to be archived in UCD library.

- Your supervisor can organise a thesis embargo within the RRU prior to thesis submission, if required. See new [Thesis Embargo Policy](#) (approved 3 June 2021).
- Fee submission deadlines can be found on the [Fees website](#).

Exceptional circumstances:

Where a pre-exam research thesis cannot be submitted via eThesis Exam system due to exceptional circumstances, a written request with a clear rationale to use paper-based softbound format must be provided to acce@ucd.ie by your Supervisor.

What ongoing support will be available?

Assessment will be providing ongoing support on the use of the eThesis Exam System for students and staff. We have a dedicated email for eThesis technical support ethesis@ucd.ie. The [eThesis Student webpage](#) contains guidebooks, FAQs and checklists to support you through the eThesis submission and examination process.

eThesis Zoom Clinics Tuesday 31 Aug - Friday 03 Sept 2021

The eThesis has zoom clinics taking place to offer one to one support for students and staff going through the eThesis Submission Process. The schedule can be found on our [eThesis Student Website](#).

Please contact ethesis@ucd.ie if you have any questions.

Kind Regards,

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Director of Assessment
UCD Assessment



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