



To: All MMedSc Candidates due to complete their studies in 2019

**Master of Medical Sciences
Dissertation Examinations 2018/2019**

I write to remind you of the following deadlines for the dissertation examinations this year:

| Action Required | Deadline |
|--|-----------------------|
| Discuss and confirm your dissertation title with your supervisor. Your supervisor will submit the nomination form with the examination details to the Board of Studies for approval, via the Head/Director of Department/School concerned. | April 30, 2019 |
| (i) Submit to MMedSc Office 2 copies of dissertation in temporary binding, the dissertation should be of between 6,000 (minimum) to 10,000 words (maximum) (excluding references), and include two abstracts one in laymen's language and another a scientific abstract of about 200 words each [format of dissertation can be found at: http://etd.lib.hku.hk]; (ii) Upload the electronic copy of dissertation and two abstracts in one PDF file via Moodle through HKU Portal > My E-learning > MMSC7000_2A_2018 > MMedSc Dissertation Examination 2018/2019; and (iii) Complete and submit to MMedSc Office a Dissertation Submission Form [document: M.103/1017], which is downloadable at: http://www.med.hku.hk/download/bulkmail/5789171023151440.doc . | July 31, 2019 |

Please also note that with effect from the academic year 2012-13, a candidate who is granted an extension of the deadline to submit his/her dissertation shall pay a fee at 5% of the total composition fee (i.e. HK\$6,700 for 2017-19 students; HK\$7,300 for 2018-19 students) for each 3-month extension or part thereof. An additional 5% of the total composition fee shall hence be charged if a candidate is granted an extension of 4 months for exceptional circumstance. Pro-rata payment is not allowed.

To avoid improper citation or potential plagiarism, you are required to conduct plagiarism check for your dissertation via Turnitin Assignment through Moodle. For Instructions, please refer to <http://lib.hku.hk/turnitin> and <http://www.med.hku.hk/v1/media/workflow.pdf>. Please submit the Turnitin report to your supervisor together with your dissertation.

In 2005, a student of the MMedSc programme was found to have committed plagiarism in his dissertation. The Board of Examiners decided that his dissertation be accorded a failure, and to refer this case of plagiarism to the Disciplinary Committee of the University. The Disciplinary Committee found the student guilty of the offence of plagiarism, and imposed upon him a penalty of a reprimand and a suspension of 3 months. You are reminded that plagiarism is a serious academic offence. Please pay particular attention to Regulation 5 of the University's Regulations governing Conduct at Examinations, which reads:

"A candidate shall not engage in plagiarism nor employ nor seek to employ any other unfair means at an examination or in any other form of work submitted for assessment as part of a University examination. Plagiarism is defined as the unacknowledged use, as one's own, of work of another person, whether or not such work has been published."

Please refer to the following booklets for preparation of your dissertation and consult your supervisor on how to avoid plagiarism if you have any questions.

- "What is plagiarism?"
(<http://www.rss.hku.hk/plagiarism/>)
- "Preparing and Submitting Your Thesis"
(http://intraweb.hku.hk/reserved_1/gradsch/preparing_thesis2.pdf)
- "How to Prepare Thesis Proposal"
(http://intraweb.hku.hk/reserved_1/gradsch/thesis-proposal.pdf)
- "Regulations Governing the Format, Binding and Presentation of Dissertations for Higher Degrees by Coursework"
(<https://www4.hku.hk/pubunit/calendar/2018-2019/1495-regulations-governing-the-format-binding-and-presentation-of-dissertations-for-higher-degrees-by-coursework>)



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March 5, 2019