



REGULATIONS / POLICY LIBRARY

# Research and Dissertation Regulations

ACD-005 | Academic Standards

VERSION 1.0 · 18 OCTOBER 2026

INSTITUTIONAL REGULATIONS & POLICIES | IEU

# Research and Dissertation Regulations

DOCUMENT CONTROL / ACD-005

|                           |                                        |
|---------------------------|----------------------------------------|
| <b>Document ID</b>        | ACD-005                                |
| <b>Document family</b>    | Academic Standards                     |
| <b>Document custodian</b> | Research Programmes Lead               |
| <b>Version</b>            | 1.0                                    |
| <b>Edition date</b>       | 18 October 2026                        |
| <b>Review cycle</b>       | Annually and following material change |

## 1 Purpose and applicability

Applies to research projects, theses and dissertations where included in an applicable program. The provisions govern the activities within the defined IEU service scope; applicable programme-specific contracts and verified rules of a separate awarding institution govern award requirements wherever relevant.

## 2 Policy requirements

- 01** Each project needs a defined proposal, scholarly rationale, methodology, deliverables and supervisor arrangement.
- 02** Research involving human participants, personal data or sensitive material must complete the required ethics review before data collection.
- 03** Authorship, data integrity, citations and AI disclosures follow the research integrity policy.
- 04** Supervisors document feedback and progress milestones; assessment independence is protected.
- 05** Thesis acceptance, viva and examination conditions depend on the applicable program and awarding body.
- 06** Secure storage, retention and publication permissions must be clarified in the research plan.

## 3 Operational procedure

**Trigger:** Proposal registration, ethics review, supervision milestone or dissertation examination

- 01** Agree a project outline, research question, supervision model and milestone plan.
- 02** Complete research ethics and data protection review before participant recruitment or data collection when required.
- 03** Record supervisor feedback, author disclosures and progress decisions.
- 04** Apply the programme and awarding institution's documented dissertation examination criteria.

## 4 Responsibilities and evidence

**Accountable process owner.** Research Programmes Lead maintains implementation, staff guidance, case processing and reporting. Academic decisions requiring external award authority must be referred according to the verified programme arrangement.

**Minimum evidence.** Proposal; ethics decision; supervisor log; milestones; originality declaration; examiner report.

**Record protection.** Keep case files, decisions and correspondence in access-controlled systems; apply an approved retention schedule and document transfers to relevant partners. Do not publish personal or confidential records.

## 5 Exceptions, concerns and review

**Exceptions.** Material deviations require a written rationale, authorization by a role with the appropriate delegation, and a record of any impact on students or staff. No local exception may override mandatory law or a controlling awarding-body requirement.

**Challenge and escalation.** Explain the applicable complaints, academic appeals or rights-request route to affected persons. Refer safety concerns, integrity incidents, data incidents, conflicts of interest or disputed award claims to the designated specialist authority.

**Monitoring.** Monitor supervisor availability, overdue milestones and ethics deviations.

## 6 Linked institutional controls

Related controls, where relevant: Academic Regulations (ACD-001); Academic Integrity (ACD-003); Student Complaints (STU-004); Academic Appeals (STU-005); Quality Assurance (QUA-001); Privacy and Student Records (DIG-001); Academic Partnerships and Award Information (PAR-001).

## 7 Document information and periodic review

|                             |                                            |
|-----------------------------|--------------------------------------------|
| <b>Document series</b>      | IEU Regulations & Policies                 |
| <b>Institution</b>          | International European University (IEU)    |
| <b>Applicability</b>        | See section 1 and programme-specific terms |
| <b>Student enquiries</b>    | Use the IEU contact and support routes     |
| <b>Document maintenance</b> | Controlled by the responsible function     |