

Human, Social, and Political Science Tripos

Handbook for **Part IIB** Students in
Sociology and Joint Streams (Soc/San, Soc/Pol,
Soc/Crim)
(2022-23)



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1. INTRODUCTION

This handbook complements the Part IIA Student Handbook, and is intended for part II B HSPS students taking the **Sociology** stream, the Joint **Sociology/Social Anthropology** stream, or the **Joint Sociology/Politics** stream.

Helpful People:

Sociology Undergraduate Secretary:	Ms Paulina Baltsovou	email: undergrad@sociology.cam.ac.uk tel: 01223 334528; Sociology Department, 16 Mill Lane
Sociology Director of Undergraduate Education:	Dr Ali Meghji	email: am2059@cam.ac.uk
Sociology Head of Department:	Dr Manali Desai	Email: dm644@cam.ac.uk
Sociology Department Sexual Harassment and Complaints Representative:	Department Administrator: Lara Gisborne	Email: administrator@sociology.cam.ac.uk

[Also: university website](#) **Breaking the silence - [preventing harassment and sexual misconduct](#)**

Student Complaints Procedure

Where a student is dissatisfied with any provision, action or inaction by the University students are able to raise a complaint. Students are expected to initially raise a complaint with a suitable member of staff within the Sociology Department, in the first instance it is **the department administrator**. However, where the matter is serious or where students remain dissatisfied, a complaint can be raised with the central University. Complaints need to be raised in a timely way and within 28 days to ensure an effective remedy can be put in place. Find further information here: www.studentcomplaints.admin.cam.ac.uk/student-complaints.

Other Undergraduate HSPS Administrators:

Soc Anth	Claudia Luna	cl353@cam.ac.uk
POLIS	Daniel Cowan	ugradadmin@polis.cam.ac.uk
Faculty Teaching Administrator	Hayley Bell	hab41@cam.ac.uk

Resources:

Paper Guides:

The paper guides can be found online on each departmental website for current students:

[Sociology undergraduate website:](#)

[Polis undergraduate website:](#)

[Social Anthropology undergraduate website:](#)

Lecture List and Online University Time-Table:

The Sociology Lecture-List is displayed on the information board in the Sociology Department.

The [online University Time-Table](#) can be found on:

<https://www.timetable.cam.ac.uk/>

And on each departmental website for current students:

[Sociology:](#)

[Polis:](#)

[Social Anthropology:](#)

IMPORTANT: Students are informed of updates and cancellations via email. Ensure you are on the relevant mailing-list.

Moodle Sites:

You will find lecture **hand-outs**, and **past-exam** papers on the Moodle sites:

[Sociology moodle site:](#)

[Polis moodle site:](#)

For access to the POLIS moodle site, register with ugadmin@polis.cam.ac.uk

[Social Anthropology moodle site:](#)

Selected book chapters and articles and other **material covered by copyright** will be found on the **Library Moodle** sites:

[SPS Library Moodle](#) site under the name: “Sociology and Land Economy Readings (Library Site)”.

IMPORTANT: Ensure you are given access to the relevant sites.

Libraries

In addition to your college library, the two main libraries for HSPS students are

- [The Seeley Library](#), on the Sidgwick Site, which offers study spaces and Sociology books. Email seeley@hist.cam.ac.uk with questions.
- [The Haddon Library](#), on the Downing Site, which offers study spaces and academic skills classes. Email haddon-library@lists.cam.ac.uk with questions.
- You can also find both libraries on Twitter: <https://twitter.com/SocLELibnews> and <https://twitter.com/HaddonLibrary>

The [Cambridge Library Essentials](#) guide contains key information about Cambridge libraries such as about borrowing, searching the catalogue, accessing reading lists and accessibility issues.

For library updates and overdue/request notices, please check your @cam email regularly.

Finding your readings

- Search for books, ebooks and other resources using [iDiscover](#)
- Find scanned chapters, links to your reading lists and much more on the [Library Moodle](#) site. If you do not have access please contact your administrators.
- Find articles in e-journals in [iDiscover](#), via the option above the search box called ‘Articles and online resources’
- Access databases of scholarly articles using [the eResources portal](#), which is managed by the University Library
- Get started with Sociology research using the [Sociology LibGuide](#)

Other sources of information

For general guidance about being a student at Cambridge, see [CamGuides](#)

Other Cambridge libraries of interest

- Your [college library](#) often has many books on your reading lists. They also usually offer congenial spaces for studying.
- There are [over 100 libraries](#) at Cambridge. Find great places to study in Cambridge using [Spacefinder](#). You can work at and borrow from most Cambridge libraries (however, not from college libraries, except your own)

- You are automatically registered at the [Seeley](#) and the [University Library](#) , a world-renowned collection of books, archives and manuscripts. Search “All Libraries” in iDiscover to see which libraries hold your readings.
- The [Radzinowicz Library](#), Institute of Criminology, on the Sidgwick Site
- For specialized geographical areas:
 - [Centre of African Studies Library](#)
 - [Centre of South Asian Studies Library](#)
 - [Latin American Studies at the Seeley Library](#)
- The [Marshall Library](#), Faculty of Economics, Sidgwick Site
- The [Experimental Psychology Library](#), Downing Site
- The [History and Philosophy of Science Library](#), Free School Lane

2. SOCIOLOGY and JOINT PART II B STREAMS

Part IIB Sociology

- You choose three papers from a range of subjects. If you wish, you can offer a dissertation in place of one of these (*provided that you don't take PBS7, which is assessed by oral examination*) :

[SOC 6](#): Advanced Social Theory

[SOC 7](#): Media, Culture and Society

[SOC 8](#): War and Revolution

[SOC 9](#): Global Capitalism

[SOC 10](#): Gender

[SOC 11](#): Racism, Race and Ethnicity

[SOC 12](#): Empire, Colonialism, Imperialism

[SOC 13](#): Health, Medicine and Society

[SOC 15/CRIM4](#): Criminology, Sentencing and the Penal System - borrowed from the Law Faculty

- Your final paper can be in another sociology subject, one taken from another track: (POL13, POL17, SAN8-11) or from the Archaeology Tripos (B2 -4), or a subject offered in Psychology (PBS6-8)

Sociology Joint subject tracks

Politics and Sociology

Part IIB consists of four papers:

- Two papers chosen from POL 6, POL10-22
- Two papers chosen from SOC5-15

You can offer a dissertation as your fourth paper (*provided that you don't take POL19 or POL21 which are assessed by long essays*).

A description of **Politics and International Studies papers** can be found on the POLIS website: <http://www.polis.cam.ac.uk/Undergrad/Current>

Politics papers on offer:

POL6	Statistics and Methods in Politics and International Studies
POL9	Conceptual issues and texts in politics and international relations
POL10	The History of Political Thought from 1700-1890
POL11	Political Philosophy and the History of Political Thought since 1890
POL12	The Politics of the Middle East
POL13	British and European Politics (<i>available to Single Sociology track</i>)
POL14	US Foreign Policy
POL15	The politics of Africa
POL16	The Politics Conflict and Peacebuilding
POL17	Politics and Gender (<i>available to Single Sociology track</i>)
POL18	Politics of the International Economy
POL19	Themes and Issues in Politics and International Relations (<i>examined by two 5000-word essays</i>)
POL20	Politics and Religion
POL 21	Politics of the Future (<i>examined by two 5000-word essays</i>)
POL22	Politics and Public Policy

Sociology and Social Anthropology

Part IIB consists of four papers:

- Two papers chosen from SOC 5-15
- One Paper chosen from SAN5 (Ethical Life and the Anthropology of the Subject) and SAN6 (Power, Economy and Social Transformation) **and** one paper from SAN4, SAN8-SAN11.

You can offer a dissertation as your fourth paper.

A description of **Social Anthropology papers** can be found on the Social Anthropology website: <http://www.socanth.cam.ac.uk/current-students/ug-part-two-b>

Social Anthropology papers on offer:

SAN5. Advanced Social Anthropology I: Ethical life and the anthropology of the subject

SAN6. Advanced Social Anthropology II: Power, economy and social transformation

Part II Options:

Paper SAN4

The Anthropology of an Ethnographic Area:

(available to Joint Soc/San track)

b)South America

e)Pacific

f)Inner Asia

g)Europe

Paper SAN8 Development, Poverty and Social Justice

Paper SAN11 Anthropology of Digital, Auditory and Visual Worlds

Theology, Religion and Philosophy of Religion Tripos papers on offer:

Sociology and Criminology

Part IIB consists of four papers:

- Two papers chosen from SOC 5-15
- CRIM 4 (Criminology, Sentencing and the Penal System) and CRIM 5 (Social Networks and Crime: social order, violence and organized forms of criminality)

You can offer a dissertation as your fourth paper

3. SOCIOLOGY DISSERTATION

A quarter of your final mark can be assessed from a 6,000 - 10,000 word dissertation.

Students wishing to do a dissertation approach a prospective supervisor and, once they have finalized a title, submit a **dissertation title form** (approved by their DOS) no later than **14 October 2022**. The form can be downloaded from the sociology undergraduate part IIB website.

If their research involves interviewing participants, they will also have to apply for **Ethical Approval** before they undertake any field-work; the ethics form is also downloadable from the sociology undergraduate part II Moodle site.

Dr Matthew Sparkes (ms2268@cam.ac.uk) is in charge of Sociology dissertations, and will advise on supervisor's choice, research methods and other issues.

Supervision of dissertations

- Students can expect to receive six supervisions
- Supervisors will read draft chapters once and a draft of the whole dissertation once, and provide written comments
- Supervisors will not read revised drafts
- Supervisors will advise on readings where they can, but students cannot expect supervisors to provide a comprehensive reading, which should reflect some independent initiative.
- Supervisions are expected to be given during term time

Layout

- **Font:** Use 12-point font and double-spacing for the text and 11-point font and single spacing for footnotes, lengthy inset quotations, notes, and bibliographies.
- **Margins:** Allow an ample margin on both sides of the page.
- **Pagination:** Print on one side only, and number the pages serially from 1.
- **Abbreviations:** At the first mention give the full name and its acronym or abbreviation in brackets. For dissertations, it is often useful to include a list of the acronyms and abbreviations you use.
- **Word-count:** This includes all preliminary matter (e.g., title, acknowledgements), footnotes and endnotes, but not the bibliography.. Students are expected to keep to the word-count as much as possible and penalties will be applied to over-limit work All work should be proofread; examiners will penalise work with many grammatical or typographical errors.

Unconventional format: Dissertations candidates might be allowed to explore more unconventional models (diary, recordings...etc); however, approval by the DUGE will be

granted on a case-by-case basis, and part of the submission should include a written argumentative component.

References and bibliographies

Some word processing programmes (e.g., Endnote for later versions of Microsoft Word) format references automatically from a bibliographical database in a variety of accepted conventions – these can be extremely useful, particularly if you update your database each time you read new material. Be consistent throughout in the convention you adopt (e.g., 'author-date' citations in the text, with a bibliography at the end of the work).

Make sure that your referencing is complete: for journal articles etc. the author, the title of the article, the name of the journal, the volume number, the year and the pages (and where page numbering starts with each issue, the issue number also); for books and book sections the editor(s) as well as the author(s), the title of the book, the place of publication, the publisher, and the year. Examiners often follow up a selection of references and will be irritated if they cannot find what they are looking for. If you use sources other than books or journal articles, make sure to say what these are. For sources obtained from the web etc., give the access address. Print the titles of books and journals in underlined normal type or italics; the titles of articles etc. in normal type inside quotation marks.

Submission Deadline: Friday 5 May 2023, by 12.00 noon

One electronic version should be emailed to undergrad@sociology.cam.ac.uk

The dissertation should not bear any name. You can enter your exam blind grade number instead.

IMPORTANT: Penalties: Submission deadline/Word count/Plagiarism

Late submission

All work must be submitted by 12.00 noon on the advertised deadline. **It must be received by 12.00 noon in order for the work to be considered as “submitted”**. Unless the student has been granted an extension, any work submitted after 12.00 noon will incur a **penalty** as follows:

- **1 point per hour or part thereof – up to 3 points (1 point per the first hour, another point for the second hour, and a third point for any further delay up to 12 noon the next day)**
- **Next 10 days or part of thereof – 3 points per day**
- **Any work submitted after 10 days is marked 0**
- **Electronic submission is mandatory**
- **Handing times are standardised as 12pm on the due date, with daily penalties applied every 24 hours from the due time.**

Students who have good reason to request an extension (e.g., serious health problem, major family difficulty) should contact their College as soon as possible, as all requests should go via the **EAMC** (Exam Access and

Mitigation Committee), following the usual procedure outlined on [our website](#) and using the [correct application form](#).

Word limit

Students and supervisors should note that the word limit is **10,000 words** for Dissertations. **There is no leeway. Students exceeding the word limit will be penalised.** The word limit must be written on the coversheet for your dissertation or essay at submission and the Faculty will carry out checks. At the final Examiners' meeting in June, the Examiners will discuss all overlength work and agree a penalty scale.

What is counted in the word limit will vary by subject (see below), so you should ensure that you have read the paper guide and are clear on what will be included. ***Word limit rules apply to the subject of the paper you are submitting, not the subject track you are on.*** As a general rule, any content that the Examiners must read in order to assess your work should be included in the main body and not in an appendix; overuse of appendices may be penalised if it impairs the understanding of your work.

For all Soc assessed work, the word limit will include all text except the bibliography and appendices; tables will be counted according to content. This means that the main text, captions, table of contents, footnotes, endnotes and all prefatory material at the start of the essay will be counted. Numerical tables, graphs or figures (for example, reports of statistical data) will be counted at a fixed rate of 150 words per table. Non-numerical tables, graphs or figures (for example, comparison tables showing attributes of various groups) will be counted per-word, and all content of the table will be counted.

Plagiarism or unfair practice

Concerns about plagiarism are taken very seriously and students should ensure that they are familiar with the Faculty's guidance (available in your handbook and current student webpages). Cases of suspected unfair practice including plagiarism, potential data fabrication or breaches of ethical research practice will be investigated by the Senior Examiner of Part II on a case-by-case basis. Students should read the University's Statement on Plagiarism at:

<http://www.admin.cam.ac.uk/univ/plagiarism/students/statement.html>

4. GUIDANCE ON PLAGIARISM

What follows is important guidance on plagiarism for all students in the Faculty of Human, Social, and Political Science.

Plagiarism is presenting as your own work words and thoughts that are not your own. It is a form of cheating and treated as such by the University's ordinances. At the beginning of each academic year you are asked to sign a form saying that you have read this guidance document and understand what plagiarism is. If you are in any doubt about what constitutes plagiarism, ask your graduate supervisor or Director of Studies to talk you through the issue. You should also ensure that you are familiar with the University's formal Statement on Plagiarism, www.admin.cam.ac.uk/univ/plagiarism.

What Constitutes Plagiarism?

Plagiarism from published literature

Plagiarism is copying out, or paraphrasing someone else's work (whether published or not), without acknowledgement in quotation marks (where directly copied) or a reference or citation. Avoiding plagiarism means getting into the habit of careful referencing. Citation styles and preferences can vary by subject within the Faculty; make sure you check with your supervisor or course organiser about what style best suits the type of work you are producing. Whatever the style, though, appropriate referencing is essential.

Take the following passage, from Fritz Stern's book, *The failure of illiberalism* (1974):

“Some of them, unwittingly, hastened the coming of the disaster, for they became exuberant imperialists, justifying Germany's headlong rush into world politics by a kind of cultural Darwinism. Once more, brute force was gilded by idealistic invocations, by reference to Hegel and Fichte and the German Idealist tradition. Similar rationalizations had been propagated in Western countries; the difference, as Ludwig Dehio points out, was that the ideals of the Western powers, of Spain during the Counter-Reformation, of revolutionary France or liberal England, possessed a universal appeal, whereas the “German mission” was parochial and unpersuasive. The Germans were searching for the identity of their mission, in a sense for their own identity; the Kaiser's theatrics were a pathetic insistence of this search.” (Fritz Stern, *The failure of illiberalism: essays on the political culture of modern Germany*, pp. 16-17.)

Any part you directly quote should be attributed to Stern in the main body of your text, identified by quotation marks.

It is plagiarism to write without a reference to Stern:

A few Germans inadvertently speeded up the impending disaster, for they became enthusiastic imperialists, justifying Germany's dizzy charge into world power politics by a form of cultural Darwinism. Again, violence was covered by idealistic rhetoric, through the words of Hegel and Fichte, and the German Idealist tradition.

This is because the source of the information is not made clear.

To write what follows is also plagiarism:

Some Germans unwittingly hastened the coming of the disaster, for they became exuberant imperialists, justifying Germany's headlong rush into world politics by a kind of cultural Darwinism. Once more, brute force was gilded by idealistic invocations (Stern, 1974: 16-17).

Even though there is a reference to Stern here, this is plagiarism because substantially the same sequences of words are used as in Stern's text: those words should be in quotation marks.

In both of the passages above, it is not possible to distinguish between your words or thoughts and those of Stern, and therefore this counts as plagiarism.

Your objective should be to show your reader where and how you have supported or defended your work with that of others, or where you have carried someone else's work to a new level. This is done by including references and quotation marks as appropriate:

Stern (1974) felt that some Germans "... unwittingly hastened the coming of the disaster, for they became exuberant imperialists, justifying Germany's headlong rush into world politics by a kind of cultural Darwinism". This legitimisation can be clearly seen in speeches given by German orators throughout 1930-39.

It is also plagiarism to pass off an author's discussion of another author as your own. For example, you must acknowledge Stern in taking his comment on Ludwig Dehio. Here, if you want to use Stern's words you should write something like:

Stern (1974: 16-17) emphasises Ludwig Dehio's argument that "the ideals of the Western powers, of Spain during the Counter-Reformation, of revolutionary France or liberal England, possessed a universal appeal, whereas the 'German mission' was parochial and unpersuasive".

It is plagiarism to write the following without acknowledging Stern:

Ludwig Dehio argued that the difference Germany and Western countries was that the ideals of the Western powers, of Spain during the Counter-Reformation, of revolutionary France or liberal England, possessed a universal appeal, whereas the "German mission" was parochial and unpersuasive.

Plagiarism from the Internet

Buying essays from Internet sites and passing them off as your own is plagiarism. There are no grey lines with this kind of plagiarism. It always constitutes a deliberate attempt to deceive and shows a wilful disregard for the point of a university education.

Downloading material from the Internet and incorporating it into essays without acknowledgement also constitutes plagiarism. Internet material should be treated like published sources and referenced accordingly.

Plagiarism from other students' essays

Submitting an essay written by another student is plagiarism and will always be treated as a deliberate attempt to deceive. This is the case whether the other student is at this University or another, whether the student is still studying or not, and whether he or she has given consent to you doing so or not. Taking passages from another student's essay is also plagiarism.

In most courses, it is also plagiarism to submit for examination any work or part of any work which you have already had examined elsewhere, even if this was in another University or for another degree.

Collusion

Submitting parts of an essay, dissertation, or project work completed jointly with another student, without acknowledgement or if joint work has not been permitted, is collusion and is considered a form of plagiarism. When submitting assessed work, each student will be asked to declare whether or not s/he has received substantial help from another student or supervisor. This will include, but is not limited to, rewriting or rephrasing large sections of the work. Each piece of work is expected to be the original, independent work of the student, and so if this is not the case it must be declared at the beginning of the assessment process.

Proofreading, reading drafts, and suggesting general improvements are not collusion and students are encouraged to obtain a third party's view on their essay(s). However, as an example, if a supervisor or another student carried out detailed redrafting of the entire conclusion section of an essay, this would be considered collusion.

Some projects may benefit from joint working. In this case, however, the final project carried out by each student should be original and should not overlap significantly with one another. Students considering working together should always discuss the matter with their Supervisors and/or Directors of Studies *before* beginning the project. This type of joint work must always be declared by both students when the work is submitted.

Self-Plagiarism for Soc9 or Soc12 essays

Students on SOC 9 and SOC 12 are being assessed by a 50/50 mix of exam and coursework.

Your coursework must be an original piece of work and that general rule includes self-plagiarism, i.e. you cannot submit the same piece of work (or portions of it) for assessment more than once. In practical terms, this means your coursework assignment for SOC 9 and/or SOC 12 should not overlap with either your dissertation, or other coursework that you are being formally assessed on. Further, your exam answers should also avoid duplication of your coursework. If you have any queries regarding this matter, then please contact the course organiser for your paper. See university guidance on self-plagiarism

<https://www.plagiarism.admin.cam.ac.uk/definition>

“Self-plagiarism: using the Registered Student’s own ideas, words, data or other material produced by them and submitted for formal assessment at this University or another institution, or for publication elsewhere, without acknowledgement, unless expressly permitted by the assessment”

<https://www.plagiarism.admin.cam.ac.uk/what-academic-misconduct/plagiarism-faqs>

“You cannot re-use work that has already been submitted for assessment – either at Cambridge or elsewhere – as part of another assessment, unless this has been explicitly allowed as part of your course. It is natural for material used in an earlier part of your studies to be built upon at a later date, but re-using the same essay or parts of an essay is not permitted on most courses. If you have not been given explicit permission to use your previously assessed or published work and if it is not cited correctly then this is academic misconduct and it could result in significant academic penalties.”

Authenticity of data

Some dissertations or project work may focus on analysing and drawing conclusions from a set of data. The integrity of data collection is paramount and students of any level are expected to uphold good research practice. Falsifying, or attempting to falsify, data will be treated as fraud (a form of plagiarism) and will be investigated (see *The consequences of plagiarism* below).

Supervisors of dissertations or projects are encouraged to carry out spot-checks on data gathered online and via traditional methods, and to seek assistance from computing staff in interpreting the results of these spot checks. Supervisors who have concerns regarding anomalous results should in the first instance discuss these with the student. If they are unsatisfied, they should contact the Chair or Senior Examiner to discuss. In this instance, supervisors have the right to stop the collection of data or to suspend the student’s access to a shared dataset, until the concerns can be reviewed more fully with both student and supervisor. This will be done in as timely a manner as possible so as not to impede the progress of the project or dissertation.

The Consequences of Plagiarism

Assessed work

A supervisor or examiner with concerns about potential plagiarism in work for formal assessment, whether or not the work has yet been submitted, will contact the Chair or Senior Examiner, who will liaise with the University Proctors. This will lead to an investigative meeting with the student. If the Proctor believes that there is a case to answer, s/he will then inform the University Advocate who can take the student before the University’s Court of Discipline. The Court of Discipline has the power to deprive any student found guilty of plagiarism of membership of the University, and to strip them of any degrees awarded by it. A case may be made irrespective of the student’s intent to deceive.

Supervision essays

Any supervisor who finds evidence of plagiarism in a supervision essay will contact the student’s Director of Studies. The College then has the discretion to take disciplinary action. Supervisors can refuse to supervise any student whom they have found plagiarising in an essay.

Use of originality checking software

The University subscribes to a service named ‘Turnitin’ that provides an electronic means of checking student work against a very large database of material from the internet, published sources and other student essays. This service also helps to protect the work submitted by students from future plagiarism and thereby maintain the integrity of any qualifications you are awarded by the University.

Work will be submitted to Turnitin, where it will be stored electronically in a database. Turnitin will produce an originality report showing whether any strings of words not in quotation marks are contained in other items in its database. The originality report will then be used to inform judgements about whether or not plagiarism has occurred. The copyright of the material remains entirely with the author, and no personal data will be uploaded with the work.

5. MARKING AND CLASSING CRITERIA

Faculty of HSPS – Marking Criteria

Sociology papers

The following marking criteria apply to all HSPS papers with the SOC preface. All students taking a SOC paper will be marked against the same criteria, regardless of the student’s “home” track or Tripos.

Examinations:

Markers will award one mark per *question*. All work is double-marked, and markers should not diverge by more than 9 points. In cases of discrepancy between two markers, it is the External Examiner who decides on the final mark.

Mark	Quality of Answer
80+	An answer showing outstanding understanding that displays a very high degree of accuracy, insight, and style, and originality in responding to the question, and is well-structured. To fall into this range, an answer has to display all of these qualities.
70-79	An answer showing very clear understanding and a high degree of accuracy, which provides a cogent and well-structured argument focused on the question with a significant level of insight and a degree of originality.
60-69	An answer showing clear understanding and a good level of accuracy that provides a coherent, sustained, and well-structured argument focused on the question. To fall into this range, an answer has to display all of these qualities, and should not decisively show any of the negative qualities listed under the criteria for a 50-59. Answers where there is some evidence of the negative qualities listed under the criteria for a 50-59 will receive a mark between 60 and 64.

50-59	An answer that concentrates on the subject matter of the question, that displays relevant knowledge and is generally accurate, but which either shows significant limitations in understanding, or presents a discussion that is not focused on the question, or is partially unstructured, or where the discussion is not sustained through the course of the essay. To fall into this range, an answer has to display these positive qualities, and should not show any of the negative qualities listed under the criteria for a 40-49.
40-49	An answer generally relevant to the subject matter of the question, but one that contains a large number of inaccuracies, or shows significantly inadequate knowledge, or presents an unstructured and disjointed discussion. To fall into this range, an answer should not show any of the negative qualities listed under the criteria for a 21-39.
21-39	An answer that either displays a lack of crucial knowledge, or has no structure, or is radically incomplete, or is almost entirely irrelevant to the question, or contains an extremely high number of inaccuracies.
1-20	A single paragraph of conventional paragraph length, or an answer that is entirely irrelevant, should receive a mark not higher than 20.
0	No answer provided for a question.

Essays for Soc9 and Soc12:

Mark	Quality of Answer
80+	A wholly clear, powerful, sophisticated and persuasive argument focused on the question, supported throughout by relevant texts and/or evidence, dealing decisively with the most important counter-arguments, containing some original thought or insight, sustained over the length of the essay, displaying a very high degree of accuracy, and faultlessly written and presented. To fall into this range, essays have to display all of these qualities.
70-79	A wholly clear and persuasive argument, supported throughout, as the case may be, by relevant texts and/or evidence, which deals effectively with the more important counterarguments, shows clear independence of mind, is sustained over the length of the essay, displays a high degree of accuracy, and is well written and presented. To fall into this range, an essay has to display all of these qualities.
60-69	A generally clear and persuasive argument focused on the question, generally well supported by relevant texts and/or evidence, that pays due attention to the important counter-arguments, , sustained over the length of the answer/essay, displaying a good level of accuracy, and well written and presented. To fall into this range, an essay has to display all of these qualities, and should not decisively show any of the negative qualities listed under the criteria for 50-59. Essays where there is some evidence of the negative qualities listed under the criteria for 50-59 will receive a mark between 60 and 64.

50-59	A moderately clear argument, reasonably well supported by relevant texts and/or evidence, but that shows some mistakes or accuracy, or weakness in its reasoning or textual and/or evidential support, or is not focused on the question, or is not well sustained over the length of the answer/essay, or fails to address counter-arguments, or is in whole or in part not well written and presented. To fall into this range, essays have to display both positive qualities and should not show any of the negative qualities listed under the criteria for a 40-49. An essay that is in whole or in part not well written or presented will receive a mark in this range regardless of its positive qualities or the absence of other negative features.
40-49	A discernible argument that receives modest support from relevant texts and/or evidence, but which is seriously problematic in its reasoning or textual and/or evidential support, or disregards the question, or makes a significant number mistakes of fact, or is not sustained over anywhere near the length of the essay, or is in significant part poorly written and presented. To fall into this range, essays have to display both positive qualities.
21-39	A barely discernible argument on the subject of the question, that is either thinly supported, ignoring the evidence and/or texts in its argument, or makes a large number of mistakes of fact, or is poorly structured throughout the essay, or is poorly written and presented throughout.
1-20	An essay that is irrelevant to the subject of the question, or shows a complete failure of understanding of the subject, or that is radically incomplete.
0	No essay submitted, or submitted more than a week after the deadline.

Dissertations :

Mark	Quality of Answer
80+	Identifies a clear question and states its importance cogently; shows a very clear understanding of a wide range of material relevant to that question; develops an original argument based on research or theoretical innovation or synthesis that is very well supported by evidence and/or texts, displaying a very high degree of insight; impeccable accuracy; faultlessly written and presented, and meticulously referenced. To fall into this range, a dissertation has to display all of these qualities.
70-79	Identifies a clear question; shows a very good understanding of a wide range of material relevant to that question; develops an intelligent and persuasive argument based on research or theoretical innovation or synthesis that is well supported by evidence and/or texts, displaying clear indications of insight and/or originality; a high level of accuracy; well written and presented and meticulous referenced. To fall into this range, a dissertation has to display all of these qualities.
60-69	Identifies a clear question; shows a good understanding of a wide range of material relevant to that question; develops a clear argument that is generally based on research, or theoretical analysis or synthesis and supported by evidence

	and/or texts; a good level of accuracy; well written and presented; well referenced. To fall into this range, a dissertation has to display all of these qualities and should not show decisively any of the weaknesses listed under the criteria for a lower second. Dissertations where there is some evidence of the negative qualities listed under the criteria for 50-59 will receive a mark between 60 and 64.
50-59	Identifies a question and generally pursues it through the dissertation but is weak in at least one of the following respects: clarity of the question posed; degree of understanding of relevant material; coherence of the overall argument or the absence of one; accuracy; the support of the evidence and/or texts for the conclusions drawn; writing, presentation and bibliographical material. To fall into this range, a dissertation has to display both positive qualities. Dissertations that are in whole or in part not well written or presented will receive a mark in this range regardless of their positive qualities.
40-49	A clear subject and some attempt to develop a piece of work over the length of the dissertation but either lacking a question or extremely weak in at least one of the following other respects: degree of understanding of relevant material; coherence of the overall argument or the absence of one; accuracy; the support of the evidence and/or texts for the conclusions drawn; writing, presentation and bibliographical material for a significant part of the essay. To fall into this range, a dissertation has to display both positive qualities.
21-39	A stated subject for study and a discernible attempt to offer a discussion of that subject over the length of the dissertation but either a dissertation that is poorly written, or poorly structured for the length of the dissertation, or makes a large number of mistakes of fact, or demonstrates acute failures of understanding.
1-20	A dissertation that either shows a complete failure of understanding of the subject, or that is radically incomplete.
0	No dissertation submitted or a dissertation submitted more than a week after the deadline.

Faculty of HSPS – Classing Criteria:

In Part II, students take four papers and receive four marks. The mark for each paper will be rounded to a whole number and combined to achieve the overall mean mark; the mean mark will be rounded to one decimal place for the purposes of classing.

I*	A mean mark of at least 75.0 AND no mark lower than a 60 AND no more than one mark of 60-69 OR All papers of 70 or above and at least two papers of 75 or above
I	A mean mark of at least 69.0 AND at least two marks of 70 and above AND no mark lower than 60 unless it is compensated by a mark of 75 or above
2.i	A mean mark of at least 60.0 AND at least two marks of 60 and above AND no mark lower than a 40
2.ii	A mean mark of at least 50.0 AND at least two marks of 50 and above AND no mark lower than a 40
III	A mean mark of at least 40.0 AND at least three marks of 40 or above
Fail	A mean mark of less than 40.0 OR Two marks of 39 or below

6. SUPERVISION IN SOCIOLOGY AND WORKLOAD:

The following guidelines have been set up by the Sociology Undergraduate Education Committee regarding supervisions:

- Students should expect to receive 6 to 8 supervisions for each paper. Students will be expected to produce a **minimum of 4 essays** instead of being required to write 6 essays. While still holding the stipulated 6 supervisions, individual supervisors can decide to use some supervision sessions to read and discuss an article, ask students to present on a topic, or find other ways to address the topic in ways that are stimulating and provide a learning experience for students.
- Supervisions should not start later than week 3 of Michaelmas term, and should be organised in week 0.
- Queries and concerns relating to supervisions should be addressed by students, in the first instance to their Director of Studies; secondly to the Course Organiser; thirdly to the **Director of Sociology Undergraduate Education: Dr Ali Meghji.**

Students should not be expected to work more than 46 hours/week during term time for lectures and supervisions.

7. FEEDBACK:

Your chance to put forward your opinions on the papers you take!

For Sociology Papers, student feedback is collected via **online anonymous questionnaires** circulated at various points in the academic year. It is crucial that you complete them and give feedback on your papers.

Course organisers take students' concerns and suggestions into consideration each year when preparing their paper outlines and selecting supervisors for the year. So please remember to complete the questionnaire.

8. PRIZES

Part IIA and Part IIB Polity Press Prize for best sociology performance

Each year, once examination results are published, the candidates in the sociology stream who achieve the best overall average and an overall first in Part IIA and Part IIB are awarded the Polity Press Prize: £100 worth of books to be chosen from Polity Press publications.

Winifred Georgina Holgate-Pollard Memorial Prizes

Instituted in 2016, this fund is for the award of prizes in recognition of the most outstanding results in any parts of Cambridge Tripos.

CUQM SOC5 Prize

The Soc 5 prize is given to the student with the highest mark in the final Soc 5 examination: The winner receives a voucher to the value of £50 from Heffers bookshop and £50 worth of books from SAGE publishers.

CQMC (Cambridge Quantitative Methods Centre) Quantitative Dissertation Prize

Prize for the best undergraduate dissertation that uses quantitative methods. It is open to students from all departments involved with CUQM, and is sponsored by Sage publications: £100 worth of Sage vouchers.

9. ACADEMIC STAFF IN SOCIOLOGY

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