

**EXAMINATION OF PhD THESIS**

# EXAMINERS’ REPORT and

# NOTIFICATION OF RESULT FORMS

**This report form is effective for examinations from January 2014 onwards**

Surname of Candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Forenames of Candidate (in full) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/School/Institute \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Thesis \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The following sections of this document must be completed:

1. The External Examiner's Reports (including three sub-sections);
2. The Internal Examiner's Report;
3. The Joint Report by the internal and external examiners (to be completed after the oral examination);
4. The signed and dated notification to the University of the Examiners’ Formal Examining Recommendation on the Outcome of the Examination.

Guidance for Examining Boards for Research Degrees is attached and should be read by the Convenor and Chair and the Examining Board before proceeding.

**Examiners should be aware that, under the 1998 Data Protection Act, candidates have the right to request access to any comments made about them in these reports.**

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1 EXTERNAL EXAMINER’S REPORTS** *(Attach additional pages as necessary)*

**1.1** **External Examiner’s Report on Thesis**

 External Examiner’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 External Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1.2 External Examiner’s Report on the Oral Examination** *(Attach additional pages as necessary)*

 External Examiner’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 External Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1.3 External Examiner’s Report on Matters of General Concern or Interest: to include issues relating to quality and standards which should be drawn to the attention of the Department or to the University.** *(Attach additional pages as necessary)*

 External Examiner’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 External Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. INTERNAL EXAMINER'S REPORT ON THESIS** *(Attach additional pages as necessary)*

 Internal/ 2nd External Examiner’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internal/2nd External Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3. JOINT REPORT BY EXTERNAL AND INTERNAL EXAMINERS**

 The examiners are invited to provide a brief joint report after the oral examination has concluded.

 The report should draw together any disparate views on the thesis which may have been expressed by the examiners in their individual reports. A brief agreed view on the candidate's principal strengths and weaknesses, the approach to the topic, and on the performance at the oral examination might also be expressed.

 The joint report might also comment on any difficulties experienced during the examination process and, *especially in the case of unsuccessful candidatures*, on the manner in which the examination was conducted and on whether the candidate was given the opportunity to draw the examining board's attention to any particular circumstances which might have affected his/her performance. *(Attach additional pages as necessary)*

External Examiner’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Internal/2nd External Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EXAMINERS’ FORMAL RECOMMENDATION ON THE OUTCOME OF THE EXAMINATION**

**The Board of Examiners, after consideration of the work presented for the degree of Doctor of Philosophy by the above-named candidate recommend:** [*please indicate one only of the following options below; clarification and guidance on each is provided in the "Guidance for Examining Boards”.]*

(tick box)

|  |  |  |
| --- | --- | --- |
| 🞎 | (a) | **that the candidate be approved for the degree of PhD subject to completion of such minor corrections** **as may be required by the Examining Board**. Corrections should be completed within a period of four working weeks from the date of the notification to the candidate of the outcome of the examination. The Board may stipulate that the corrections shall be scrutinised by either/both examiner(s) prior to the award process being initiated. (Also use this category where no corrections required.) |
| 🞎 | (b) | **that the candidate be** **approved for the degree of PhD** **subject to such corrections and amendments as may be required by the Examining Board**. Corrections/amendments should be completed within a period of up to six months from the date of the notification to the candidate of the outcome of the examination. The Board **must** stipulate that the corrections shall be scrutinised by either/both examiner(s) prior to the award process being initiated. |
| 🞎 | (c)  | **that the candidate be not approved for the degree of PhD but be allowed to modify the thesis and re-submit it for the degree of PhD**. A candidate may be allowed a single opportunity to re-submit the work. The re-submission should take place within a period not exceeding twelve months from the date of the official notification to the candidate of the outcome of the examination. **NB** This option is not applicable when a re-submitted work is being examined.Possible MPhil award: please tick one box:🞎 **The Board of Examiners recommend that, should the candidate fail to resubmit the thesis by the assigned deadline, the thesis, *in its current form with no or only minor corrections*, be approved for the degree of MPhil.** The candidate must write to the Chair of the Examining Board to request the award of MPhil, and must submit the thesis in the appropriate forms for submission to the libraries and electronic repository which the examiners could confirm had not been altered since the original examination. The Chair of the Examining Board will ensure all required corrections are completed.🞎 **The Board of Examiners confirm that the thesis, *in its current form with no or only minor corrections*, could not be approved for the degree of MPhil.**  |
| 🞎 | (d) | **that the candidate be not approved for the degree of PhD but** **be approved instead for the degree of MPhil**, **subject to completion of minor corrections as may be required by the Examining Board**. Corrections should be completed within a period of four weeks from the date of the notification to the candidate of the outcome of the examination. The Board may stipulate that the corrections shall be scrutinised by either/both examiner(s) prior to the award process being initiated. |
| 🞎 | (e)  | **that the candidate be not approved for the degree of PhD, but be allowed to modify the thesis and re-submit it for the degree of MPhil.** A candidate may be allowed a single opportunity to re-submit the work. The re-submission should take place within a period not exceeding one year from the date of the official notification to the candidate of the outcome of the examination.**NB** This option is not applicable when a re-submitted work is being examined. |
| 🞎 | (f) | **that the candidate be not approved for the award of a degree.**  |

External Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd External/ Internal Examiner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chair’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_