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| **Research Degree**  **Examining Committee Report: MPhil** |  |

Examiners are requested to:

1. read the [Examination of Research Degrees Procedural Guidance](http://www.stir.ac.uk/registry/studentinformation/researchpostgraduates/examinationofresearchdegreesproceduralguidance/)
2. independently complete, sign and date a pre-oral examination written report (Section 2) on the thesis prior to viva and send to the nominated Independent Chair
3. complete all sections of the report, signing and dating the final recommendation
4. return the complete report, including pre-oral reports, within 2 weeks of viva and via the Independent Chair, to[studentprogrammes@stir.ac.uk](mailto:studentadministrationresearch@stir.ac.uk)

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| ***Section 1 - Details*** | | | | | | |
| **Faculty/Division:** | |  | | | | |
| **Candidate’s Full**  **Name:** | |  | | | **Student ID:** |  |
| **Title of Thesis:** | |  | | | | |
| **Thesis Word Count:** | |  | | | | |
| **Name and Address of External Examiner(s):** | | | | | | |
| 1 |  | | 2 |  | | |
| **Internal Examiner(s):** | | | | | | |
| 1 |  | | 2 |  | | |
| **Independent Chair:** | | | | | | |

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| ***Section 2 - Examiners’ Written Report (Pre-Oral Examination)*** | | | |
| **Candidate’s** **Full Name:** |  | **Student ID:** |  | |
| **Examiner:** | EXAMINER NAME: PLEASE FILL OUT | | | |

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| This report is the independent statement of one examiner.  The Examiner is requested to:   * read the [Examination of Research Degrees Procedural Guidance](http://www.stir.ac.uk/registry/studentinformation/researchpostgraduates/examinationofresearchdegreesproceduralguidance/) prior to completion of this report * complete, sign and date this report, and pass to the Independent Chair at least two days prior to the oral examination and before conferral with the other examiners * indicate clearly the strengths and weaknesses of the thesis in relation to the criteria for the degree of PhD and identify issues to be discussed during the oral examination * comment on whether, in the opinion of the examiner, any part(s) of the work are publishable. | | |
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| **Signature of Examiner:** | **Date:** | |

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| ***Section 3 - Key Questions*** | | | | |
|  | *Yes* | | *No* |
| 1 Does the thesis indicate adequate knowledge of the field of study and associated literature? |  | |  | |
| Comments: | | | | |
|  | *Yes* | | *No* |
| 2 Does the thesis indicate the ability to assess critical ideas and relate the investigations to a wider field of knowledge? |  | |  | |
| Comments: | | | | |
|  | | *Yes* | *No* |
| 3 Is the thesis derived from a coherent study, reasonably achievable within the accepted timeframe? (See Research Degree Regulation 23) | |  |  | |
| Comments: | | | | |
|  | *Yes* | | *No* |
| 4 Is the thesis properly presented, both in literary terms and overall structural terms? |  | |  | |
| Comments: | | | | |
|  | *Yes* | | *No* |
| 5 Is the thesis properly and adequately referenced? |  | |  | |
| Comments: | | | | |
|  | *Yes* | | *No* |
| 6 In the oral examination, did the candidate demonstrate an adequate defence of the thesis? |  | |  | |
| Comments: | | | | |

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| ***Section 4 - Examiners’ Written Report (Post-Oral Examination)*** | | | |
| **Candidate’s** **Full Name:** |  | **Student ID:** |  | |

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| 4a. This report is the joint statement agreed by all examiners.  Examiners are requested to:   * read the [Examination of Research Degrees Procedural Guidance](http://www.stir.ac.uk/registry/studentinformation/researchpostgraduates/examinationofresearchdegreesproceduralguidance/) prior to completion of this report * comment on the defence of the thesis and overall performance in the oral examination   NB: If examiners were not in agreement about a recommendation prior to viva, Section 4b should also be completed. |
| 4b. Statement on Reaching Consensus (where examiners were not in agreement prior to viva) |

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| ***Section 5 - Recommendation*** | |
| **Candidate’s Full Name:** |  | |

**Recommendation of Examiners (subject to approval by the University)**

For guidance regarding recommendations, please refer to the [Examination of Research Degrees Procedural Guidance](http://www.stir.ac.uk/registry/studentinformation/researchpostgraduates/examinationofresearchdegreesproceduralguidance/)

1  **Award - the degree of Master of Philosophy to be granted**

This recommendation should be made if the candidate has met all the requirements for the degree and the thesis is free of typographical errors.

2  **Corrections - the degree of Master of Philosophy to be granted subject to minor corrections**

A recommendation that the degree be awarded subject to minor corrections should be made only if the Examiners are able to answer positively all of the key questions in the Examiners’ report, and therefore only if the matters requiring correction do not bring into question that the research reported in the thesis fully merits the award of the degree. Examiners should attach a list of corrections to the Examiners’ report when submitting it to the Student Services Hub, Cottrell 2A1.

Specify One Examiner:

Period: maximum **one** month

3  **Amendments - the degree of Master of Philosophy to be granted subject to specific amendments**

A recommendation that the degree be awarded subject to specific amendments should be made only if the Examiners are able to answer positively all of the key questions in the Examiners’ report, and therefore only if the matters requiring correction do not bring into question that the research reported in the thesis fully merits the award of the degree. Examiners should attach a list of amendments to the Examiners’ report when submitting it to the Student Services Hub, Cottrell 2A1.

Specify One Examiner:

Specify Period (in months):

*(minimum* ***two*** *months, maximum* ***six*** *months)*

4  **Resubmission - the candidate to be permitted to submit, normally to the same Examining Committee, a revised thesis for examination for the doctoral degree within a period specified by the Examining Committee**

If substantial parts, eg a whole chapter, of the thesis are required to be rewritten, or if the revisions called for require significant further research, then resubmission should be recommended. If the Examiners recommend submission of a revised thesis for examination, written guidance and an indication of the major deficiencies which require rectification in the resubmission should be provided with the report.

Resubmission will require the full examination process to be carried out, normally by the same examining committee. In exceptional circumstances, the Examining Committee may waive the second oral examination following resubmission.

Specify Period (in months):

*(maximum* ***18*** *months)*

5  **No award**

Where the view of the Examiners is that the thesis could not be revised to meet the requirements for an award, they can recommend that no degree be granted.

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| **Date and Place of Oral Examination:** |  |

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| **Signature of Examiners: THE ORIGINAL SIGNATURES OF ALL EXAMINERS ARE REQUIRED** | | | |
| 1 |  | (Independent Chair) | Date: |
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**UNIVERSITY OF STIRLING**

**RESEARCH - EXAMINERS’ CHECKLIST**

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| **SECTION** | **ACTION** | **√** |
| 1. Details | NO ACTION REQUIRED |  |
| 1. Pre-Oral | * the pre-oral report to be completed independently by each examiner following the reading of the thesis and prior to the viva (i.e. one pre-oral report per examiner) * each Examiner must sign and date his/her pre-oral report * pre-oral reports must be attached to main report |  |
| 1. Key Questions | * answer all questions ‘yes’ or ‘no’ * add comment if answering ‘no’ * add comment where appropriate if answering ‘yes’ |  |
| 1. Post-Oral | * Examiners to agree a joint statement following the viva |  |
| 1. Recommendations | * tick appropriate recommendation * if ‘Corrections’ recommended, specify examiner to approve changes (only one examiner may be nominated), the period (max one month) and the nature of the changes * if ‘Amendments’ recommended, specify examiner to approve changes (only one examiner may be nominated), the period (max six month) and the nature of the changes * if ‘Resubmission’ recommended, specify period (max 18 months) * provide details of date and place of viva * all Examiners must sign and date this page |  |

Examiners have the option to complete the hard-copy report or complete the report electronically and then print out in hard-copy before signing. The completed report should be returned to the Student Services Hub **within two weeks of the *viva* taking place**. The thesis should be returned to the candidate, via the Faculty, after the examination has been held and report completed

If you have any questions, please e-mail [studentprogrammes@stir.ac.uk](mailto:studentadministrationresearch@stir.ac.uk)