**Bangor University**

**NOMINATION OF EXTERNAL EXAMINER**

**for Research Degrees**

**answer all relevant sections**

Please refer to Code of Practice for External Examiners for research degrees: http://www.bangor.ac.uk/regulations

This form should be returned to **Dr Sarah Jackson, Quality Assurance Manager, Quality Enhancement Unit, *at least one month******before*** the thesis is to be submitted for examination.

|  |  |
| --- | --- |
| **Subject of Examination** |  |
| 1. Student’s Name |  |
| 1. Student’s Banner ID Number |  |
| 1. School |  |
| 1. Award: (delete as appropriate) | MbyRes/MPhil/PhD/DMin/EdD/DClinPsy/DHealthcare |
| 1. Title of Thesis |  |
| 1. Supervisor |  |
| 1. Chair of Viva |  |
| 1. Internal Examiner |  |
| 1. Charge code |  |
| The Quality Assurance and Validation Unit will pay a maximum of £400 for travel and subsistence expenses. Any expenses over this amount must be covered by the School. Please indicate which charge code should be re-charged. | |
| **Proposed External Examiner** |  |
| 1. Name and title |  |
| 1. Nationality |  |
| 1. Address for correspondence, including postcode |  |
| 1. Telephone number |  |
| 1. E-mail address |  |
| 1. Academic and professional qualifications: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Delete as  appropriate** | | **For Academic Office use only** |
| 1. Is the proposed examiner eligible to work in the UK (in the same profession and at the same professional level required for external examining)? (Para 5 of CoP for External Examiners)If **NO,** the viva ***must*** be held by video conference. | **Yes** | **No** |  |
| 1. Has the proposed examiner provisionally agreed to be nominated for appointment? | **Yes** | **No** |  |
| 1. Is the nominee of University Senior Lecturer status or above, or the equivalent? | **Yes** | **No** |  |
| (Note: Senior Lecturer Status is defined as the equivalent of Senior Lecturer at BU. Para 8 of CoP for External Examiners) |  |  |  |
| 1. Is the external examiner currently in employment?  If **Yes**, please answer question 19a, if **No** please answer question 19b | **Yes** | **No** |  |
| * 1. Present place of work: |  |  |  |
| * 1. Has the examiner been retired less than five years?  If **Yes**, what was the previous appointment/place of work? (Para 12 of CoP for External Examiners) | **Yes** | **No** |  |
| 1. Has the external examiner ever been an employee or a student of the University? (Para 11 of CoP for External Examiners) If **Yes**, please answer question 20a or 20b,  if **No** please go to question 21 | **Yes** | **No** |  |
| * 1. If former employee: has at least five years elapsed or sufficient time for students supervised by that member of staff to have passed through the system, whichever is the longer. | **Yes** | **No** |  |
| * 1. If former student: has ten years lapsed since leaving the University? | **Yes** | **No** |  |
| 1. Previous experience in relation to higher degree examining of nominee: If the Examiner is from outside the University system, does s/he have sufficient experience of research degree standards? Please outline. (Paras 7 & 9 of CoP for External Examiners) | | |  |
| 1. Is there any existing relationship between School staff (or the candidate) and the External Examiner which is likely to comprise the independent and fair judgment of the External Examiner? (Para 14 of CoP for EEs) | **Yes** | **No** |  |
| 1. Has the nominee previously examined a research degree for the school? (Para 6 of CoP for External Examiners) | **Yes** | **No** |  |

If the answer **to ANY of questions [18] or [19b] or [20a] or [20b]** is **NO,** the application must be supported by a current curriculum vitae **and** a statement to explain the nomination (to be signed by the Head of School).

If this nomination is from **outside the UK** please enclose a copy of the nominee’s current curriculum vitae.

**Head of School Authorisation:**

Signed: Date:

Head of School:

**Approval by Teaching & Learning Strategy Group**

Head of Quality Enhancement: Date: