

# Examiner’s Individual Report Form – for PGRs who have resubmitted for examination

## *To be prepared before discussing the resubmission with the other Examiner(s).*

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| Name of PGR: |  | Degree |  |

The External and Internal Examiner(s) are asked to complete this form independently of each other before discussing the resubmission. If a second oral examination is to be held, the examiners are asked to bring this completed preliminary report to the oral examination and to discuss the contents of each report before seeing the candidate. This report may be handwritten or typed. **This report must be brief and must not bring forward any recommendation about the outcome of the examination.**

1. Significance of the work within the context of research in this area.
2. To what extent has the candidate addressed the issues specified in the notes for guidance?
3. Is a second oral examination required? If yes, suggested areas for discussion with the other Examiner(s) and/or any issues for clarification

*Examiners are reminded that if, after reading the resubmitted thesis, the examiners reach a preliminary view that the candidate has not fulfilled the requirements for the award of the degree* ***for which they submitted****, it is essential that a second viva be held to ensure that the candidate is given every opportunity to defend the work.*

*An independent chair must be appointed in cases where a second viva is required on a resubmitted thesis. If a second viva is required the internal examiner must contact Doctoral College Operations immediately so that we can arrange with the School for the appointment of a chair - Email:* *rp\_examinations@adm.leeds.ac.uk*

The preliminary reports of all examiners should be attached to the final, joint report of the examiners prepared after the oral examination and should be returned to Doctoral College Operations. This preliminary report will be released to the candidate if requested. Candidates receiving an adverse academic decision (MPhil award on PhD, fail) will be advised that the preliminary reports are available on request.

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| Signed | Print name | Date |