**MA, MEd, MSc, MSc(Eng) – Resubmission**



# Final Report and Recommendation of the Examiners for the degree of

# Master of Arts (MA), Master of Education (MEd), Master of Science (MSc), Master of Science Engineering (MSc(Eng)) when taken by research (Resubmission)

## This report will be released to the candidate and supervisor after approval by the Progression and Examinations Group

|  |  |  |  |
| --- | --- | --- | --- |
| Name of PGR: |  | | |
| School: |  | | |
| Viva Date (if second viva held) OR Date PGR was notified of outcome & any corrections | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **RECOMMENDATION OF THE EXAMINERS** *(tick one box to indicate the overall recommendation* | | | |
|  |  |  |  |
| **Award** | | | |
| 1. that the degree of Master by Research be awarded |  |  |  |
|  |  |  |  |
| 1. that, subject to editorial and presentational corrections, the degree of Master by Research be awarded |  |  |  |
|  |  |  |  |
| 1. that, subject to the correction of minor deficiencies, the degree of Master by Research be awarded |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Fail** |  |  |  |
| 1. that the degree of Master by Research not be awarded |  |  |  |

**SIGNATURES** *(Electronic signatures are acceptable in this section)*

|  |  |  |  |
| --- | --- | --- | --- |
| External Examiner: | Sign: | Type/Print name: | Date: |
| Internal Examiner | Sign: | Type/Print name: | Date: |
| DoPGRS/Head of School | Sign: | Type/Print name: | Date: |
| Progression and Examinations Group | Sign: | Type/Print name: | Date: |

# Questions 1 – 6 must be completed in all cases

* Please ensure that you answer all questions clearly and fully and include in your responses specific examples from the thesis (and/or any second viva).
* **This report will be released to the candidate and supervisor after approval by the Progression and Examinations Group**

1. Briefly (in two or three lines) describe the nature and purpose of the PGR’s research:

|  |
| --- |
|  |

2. Comment on the quality of the research reported in the thesis (specific examples must be given):

|  |
| --- |
|  |

3. Comment on the extent to which the thesis interprets and communicates knowledge in the discipline (specific examples must be given):

|  |
| --- |
|  |

4. Comment on the extent to which the thesis contains material at a level suitable for publication: (specific examples must be given):

|  |
| --- |
|  |

5. Comment on the written style and overall presentation of the thesis:

|  |
| --- |
|  |

6. Comment on the performance of the candidate in the oral examination (Please mark N/A if no second viva was required):

|  |
| --- |
|  |

## The following additional sections may be applicable, depending on the recommendation

# Award subject to editorial and presentational corrections

**A summary of the editorial and presentational corrections is not required in this report.** The internal examiner must ensure the PGR receives details of any editorial/presentational corrections. If no second viva was required, please note the date the PGR was informed of the corrections in the box provided on the front of this form. DCO will use this to calculate the period for corrections.

# Award subject to minor deficiencies

**Please provide a** **summary of the nature** **of the minor deficiencies** which demonstrates how the corrections are consistent with this category for award (e.g. confined to changes which are genuinely minor in nature such as rewriting of sections, correcting calculations or clarifying arguments and the correction of minor typographical errors).

***This section of the report must include a summary of the nature of the minor deficiencies. Examiners must not include here the full list of individual deficiencies which require correction.*** *The internal examiner is asked to ensure that this list is provided to the PGR in writing within 1 working day of the viva*

|  |
| --- |
|  |

If no second viva was required, please note the date the PGR was informed of the corrections in the box provided on the front of this form. DCO will use this to calculate the period for corrections.

# Covid-19

Examiners are invited to include in the space below any additional information or general comments in relation to the impact of Covid-19 on the research project. This might include comments in response to a Covid-19 impact statement provided by the PGR or any Covid-19 impacts identified or discussed in the viva.

|  |
| --- |
|  |

# Fail (no award of a research degree

Examiners are asked to ensure that a **thorough and detailed** account of the reasons for failure is provided.

**Please give a thorough and detailed account of the reasons for failure (this must clearly indicate why the criteria for the award of the degree have not been met):**

|  |
| --- |
|  |

# Learning Outcomes

If there is any additional information or general comment in relation to the candidate’s performance or comments in relation to the Learning Outcomes these can be provided in the space below.

|  |
| --- |
|  |

# General Feedback or Comments or Additional Information

If individual examiners wish to submit separate comments or provide any general comment or feedback regarding the examination process which they wish to bring to the attention of the Graduate Board they are invited to do so by writing to the Thesis Examination Section in Doctoral College Operations by email: [rp\_examinations@adm.leeds.ac.uk](mailto:rp_examination@adm.leeds.ac.uk) Please make it clear in any letter that you are writing in connection with your role as Examiner for this particular candidate. Feedback will be considered by the Graduate Board’s Progression and Examinations Group.

CM/Aug 2022

# Important Information

## Advising the PGR and supervisor of the outcome

***If a second oral examination was not required***

* The internal examiner must take steps to inform the PGR, supervisor and the Graduate School Office of the recommendation the examiners are sending forward.
* Please ensure the candidate receives notification of the outcome and details of any minor corrections as soon as possible and please note this date in the box provided on the front of this form. DCO will use this to calculate the 4/12 week period for corrections.

***If a second oral examination was required***

* The process for informing the PGR follows that for the first examination. This should normally take place after the viva but, in any event, must take place within 24 hours of the viva.

## Final report

* The final report must be completed immediately after the examination.
* Electronic signatures can be accepted (electronic signatures are preferred, but email confirmation from all parties can be accepted in place of this).
* The joint report must be reviewed by the Director of PGR Studies (or Head of School). The report can be passed to the Graduate School to arrange for this.
* The report should be returned to DCO within 10 working days of the examination, together with the preliminary reports, and the report from the Independent Chair (if appointed). Where the recommendation is referral, notes for guidance must also be submitted with the report.
* **Please do not give a copy of the report to the PGR at this stage.** The examiners’ report and recommendation must be approved by the Progression and Examinations Group[[1]](#footnote-1).

## Editorial and presentational corrections or minor deficiencies

* PGRs DO NOT receive any details of corrections via Doctoral College Operations.
* The examiners must ensure the PGR is given details of the required corrections promptly as the normal time period runs from the date of the second viva/date the PGR was notified.
* Once the internal examiner is satisfied that the corrections have been completed please email: [rp\_examinations@adm.leeds.ac.uk](mailto:rp_examinations@adm.leeds.ac.uk) to confirm this.
* Although the University only requires approval of the corrections by the internal examiner, the external examiner should be consulted on the corrections carried out by the PGR if they wish.

## Further Advice

* Further advice is given in the Instructions to Examiners. Advice is available from the Thesis Examination Section of DCO. **Please contact us by e-mail to**[**rp\_examinations@adm.leeds.ac.uk**](mailto:rp_examinations@adm.leeds.ac.uk)

1. <http://ses.leeds.ac.uk/info/20620/research_student_assessment/765/examinations_group> [↑](#footnote-ref-1)