**POST-VIVA EXAMINERS’ JOINT REPORT FORM**

***Original Submission – Not to be used for resubmission***

This part of the form is to be completed by the examination panel immediately after the oral examination. In all cases, it should be returned to the PGR Exams Team in the KDA Exams office once the oral examination is completed (**email**: [exams.pgr@keele.ac.uk](mailto:exams.pgr@keele.ac.uk)).

Signatures should either be written or electronic (i.e. a scanned .jpeg or .png image of the signature copied and pasted into the box provided). **Typed names are not acceptable**.

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| **Section A: Examination Details** | | | | |
| Name of candidate: |  | | Candidate No. |  |
| Research Home: | FMHS / HUMSS / NATSCI | | | |
| Lead Supervisor: |  | | | |
| Title of Thesis: |  | | | |
| Examination for the Degree of: |  | Date of Viva: | |  |
| Name of External Examiner: |  | | | |
| Internal/Second External Examiner: |  | | | |
| Chair of Examination: |  | | | |

**To be completed by the examination panel:**

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| **Section B: Joint Recommendation of the Examiners *(Guidance:*** [*PGR Exams Handbook*](https://www.keele.ac.uk/study/postgraduateresearch/kda/resources/handbooks/#pgr-examination-handbook)***)*** | | | | |
| **Please select one of the recommendations below** | | | | **X** |
| **Recommendation 1** – Award the degree | Award the degree for which the candidate has made a submission. | | |  |
| **Recommendation 2[[1]](#footnote-1)** –Corrections | Award the degree once revisions have been made to the thesis within 6 months from the date of the Research Degrees Committee: | | |  |
| Please indicate who will be the authorising examiner(s):  Internal / External / Second External / Both Examiners | | | |
| **Recommendation 3**   * Resubmission | The standard of the award for which the candidate has submitted has not been met, but the candidate will be given the opportunity to re-present the thesis within one year from the date of the Research Degrees Committee. Both examiners will re-examine the corrected thesis once corrections have been completed, and assess whether a second viva is necessary. | | |  |
| **Recommendation 4[[2]](#footnote-2)** – Award MPhil, rather than doctoral award | Award an MPhil, not a doctoral level award (*only permitted for doctoral candidates) – select 4a or 4b:* | | | |
| **4a)** No corrections – thesis ready to lodge. | | |  |
| **4b)** Award MPhil once revisions have been made to the thesis within 6 months of the outcome being approved by the Research Degrees Committee: | | |  |
|  | | | |
| Please indicate who will be the authorising examiner(s):  Internal / External / Second External / Both Examiners | | | |
| **Recommendation 5**  – Award MPhil, after resubmission | The standard for a doctoral thesis has not been met but the candidate will be given the opportunity to re-present the thesis for the award of an MPhil. (*only permitted for doctoral candidates ).* | | |  |
| **Recommendation 6** – No degree awarded | The candidate should not be awarded any degree (fail). | | |  |
| **Recommendation 7** – Adjudicator required | The examiners are unable to come to a joint recommendation and an additional examiner or examiners should be appointed whose decision shall resolve the matter. | | |  |
| External Examiner’s Signature: |  | Date: |  | |
| Internal/2nd External Examiner’s Signature: |  | Date: |  | |
| Chair’s Signature: |  | Date: |  | |

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***Original Submission – Not to be used for resubmission***

This part of the form is to be completed by the examiners after the oral examination. In all cases, the fully completed form should be submitted no later than 5 working days after the date of the oral examination to: [exams.pgr@keele.ac.uk](mailto:exams.pgr@keele.ac.uk)

**To be completed by the examiners:**

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| **Section C: Joint Examiners’ Report** |
| Are you satisfied that the thesis is the candidate’s own work? YES / NO  *If no, please consult the* [*PGR Exams Handbook*](https://www.keele.ac.uk/study/postgraduateresearch/kda/resources/handbooks/#pgr-examination-handbook) *and provide further detail below:* |
| Did the viva take place online or in person? |
| Where corrections have been recommended, please confirm below to confirm that a copy of the corrections has been provided with this paperwork to the Exams office ([exams.pgr@keele.ac.uk](mailto:exams.pgr@keele.ac.uk)). Corrections can either be included in this form, sent as a list on a separate document or provided on an annotated version of the candidate’s eThesis.  YES / NO  **If corrections have been shared via an annotated eThesis, please surmise the corrections here:** |
| Please comment on the quality and presentation of the thesis: |
| Please comment on the extent to which the thesis contains material of publishable quality *(not required for MPhil degrees)*: |
| Please comment on whether the candidate demonstrated broad knowledge and understanding of their discipline and associated research techniques both within the thesis and during the oral examination: |
| Please comment on how well the candidate responded in the oral examination to any issues raised in the examiner(s) pre-viva report(s) - if there is a discrepancy between the preliminary and final reports this should be addressed below: |
| Please comment on the academic performance of the candidate and the procedural conduct during the oral examination: |
| Please comment on the reasoning for the joint recommendation: |

1. The expectation for Recommendation 2 – the candidate will be given 6 months to make the revisions required. This time frame takes into consideration personal circumstances such as work commitments or caring responsibilities which would prevent the candidate from commiting a full time working week to their revisions. [↑](#footnote-ref-1)
2. The standard expectation for Recommendation 4b) – MPhil with corrections means the candidate will be given 6 months to make the revisions required. This takes into consideration personal circumstances such as work commitments or caring responsibilities which would prevent the candidate from commiting a full time working week to their corrections. [↑](#footnote-ref-2)