



RESEARCH DEGREE: Examination Arrangements

This form should be used by the Supervisory team to propose examination arrangements for research degree candidates (MPhil or PhD). The form must be completed electronically by the Director of Studies, or other member of the supervisory team. Please send the completed form to research.degree@solent.ac.uk, in the Graduate School, no later than 6 months prior to the expected date of thesis submission, please see section 8 below. The Graduate School will make arrangements for the proposal to be considered by the Chair / Deputy Chair Research Degrees Committee ([Academic Handbook Section 2R refers](#)).

PART A: THE CANDIDATE

1. Surname/Family Name:

2. First Name(s):

3. Student ID Number:

4a. Department	Department of Arts & Music	Department of Business & Law	Department of Science & Engineering	Warsash Maritime School
	Department of Sport & Health	Department of Social Sciences & Nursing	Department of Film & Media	
4b. Research Theme	Engineering & Environment	Human Function & Health	Media, Culture & the Arts	Social Research & Policy

5. Start date:

6. Mode of Study:

Full-Time		Part-Time	
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6. Level of Award:

MPhil		MPhil/PhD		PhD by Prior Publication	
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8. Expected date of thesis submission:

9. Name of any external collaborating establishment(s) (if applicable):

10. Title of thesis

11. Has the candidate worked at Solent during his/her studies?

YES		NO	
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NOTE: Where the student is, or has been, a member of staff all examiners must be external (no internal examiners), ([Academic Handbook Section 2R refers](#)) and see Part C of this form.

PART B: APPROVED SUPERVISORY TEAM**12. Please insert details of the approved supervisory team**

Director of Studies

Co-supervisor

Co-supervisor (if any)

Advisor (if any)

PART C: PROPOSED EXAMINATION TEAM

*There will normally be 2 examiners, of which at least 1 must be external. Where a candidate is, or has been, a member of the University's staff while undertaking their research studies, **all** examiners must be external.*

*Please attach CVs for each examiner which must provide evidence of all the following. **This form will not be processed without the CV's attached.***

- a) current research and/or consultancy interests,*
- b) publications relevant to the thesis (last five years only),*
- c) experience of PhD/ProfDoc examinations and / or supervision of PhDs/ProfDocs to completion.*
- d) external examiners have not been employed by Solent University within the last 3 years, and have no other conflicts of interest.*

13. 1st External Examiner

Name/ Designation

Relevant Qualifications

Contact details
(email and phone number)

Present post

Place of work

Examination Experience:

No. of research degree candidates examined (Masters, MRes and other Postgraduate Taught examinations are not applicable)

MPhil	PhD/Prof Doc

14. 2nd External Examiner (please refer to note at section 11)

Name/ Designation

Relevant Qualifications

Contact details
(email and phone number)

Present post

Place of work

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Examination Experience:

No. of research degree candidates examined (Masters, MRes and other Postgraduate Taught examinations are not applicable)

MPhil

PhD/Prof
Doc

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15. Internal Examiner

Name/ Designation

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Relevant
Qualifications

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Contact details

(email and phone
number)

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Present post

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Place of work

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Examination Experience:

No. of research degree candidates examined (Masters, MRes and other Postgraduate Taught examinations are not applicable)

MPhil

PhD/Prof
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16. Independent Chair

Name	
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I confirm that the above named, from the list of approved independent chairs, has agreed to act as an independent chair for this viva.

- 17. I confirm that the proposed examiners' experience meets the requirements of the University's Regulations for Postgraduate Research Students and that this is supported by the attached CVs. ([Academic Handbook Section 2R refers](#)).**

Signed by DoS:

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Print Name:

	Date:	
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PART D: APPROVAL GRADUATE SCHOOL

- 19.** In approving the proposed examination team, RDC should be satisfied that:
- Internal examiners have experience in the general area of the student's work.
 - External examiners have experience in the specialist area of the student's thesis and demonstrate a consistent and extensive record of relevant publication.
 - The examining team as a whole has substantial experience of successful supervision and examination of research degree students. Normally, the examining team should have completed a minimum of two examinations.
- [\(Academic Handbook Section 2R refers\)](#)

**Approved by Chair / Deputy Chair
RDC:**

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Print Name:

	Date:	
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