

Appendix 2.6

Notes of Guidance for Examiners to Accompany the Thesis

Submission of Pre-Oral Report

Examiners are requested to submit Appendix 2.7 – Pre Oral Report to the Graduate School by no later than 5 working days before the date of the oral examination.

This document will be forwarded to you via email and is also available on the Graduate School web pages:

<http://www.gla.ac.uk/colleges/socialsciences/graduateschool/studentsandstaff/pgrexaminers/#d.en.191174>

Oral Examination

The regulation for the degree of PhD in the University of Glasgow state:

A candidate for the Degree of PhD must present himself or herself for oral or other examination by the Committee of Examiners on the subject matter of the thesis and its context. The requirement for an oral examination shall be observed at the first submission of the thesis. In undertaking an oral or other examination the candidate must follow any requirements for the assessment as stated by the Graduate School. Where a candidate has been permitted to resubmit a thesis for examination, an oral shall also be held other than in exceptional circumstances, where the Convener, on the recommendation of the Committee of Examiners, may seek the agreement of the Dean of Graduate Studies to set aside the requirement for an oral examination after resubmission. In such circumstances the agreement of the candidate must be obtained, otherwise the candidate shall have the right to insist on an oral being held.

The oral examination is held no later than 3 months after submission of the thesis.

Mandatory Training

Details of the generic training provided by the College are enclosed with the thesis. Examiners may discuss the research training with the candidate at the oral examination.

Role of the Supervisor

The Supervisor does not normally attend the oral examination unless the candidate has specifically requested this. He/she will be available in the building at the time of the oral and may be requested to attend to answer questions concerning the research project. If the thesis has been submitted for examination against

the advice of the supervisor or if there are special circumstances relating to the candidate or the project, this will have been stated on the *Notification of Intention to Submit a Thesis* form or in a report to the Convener from the Supervisor.

Post Oral Report

Following the oral examination, Examiners will be asked to sign Appendix 2.8 – Post Oral Report and, where appropriate to provide a joint statement detailing any revisions required and stating the timescale. The outcome of the examination will be one of the following options:

- A The degree be awarded **unconditionally**

- B The degree be awarded subject to **certain minor corrections of detail or of presentation** specified by the examiners. These shall not involve changes of substance to the thesis. The corrections shall be carried out within one month of receipt of the specifications to the satisfaction of the Internal Examiner. The student should submit an electronic PDF copy of their revised thesis unless otherwise specified.

- C The degree be awarded subject to **certain changes of substance in a specific element or elements of the thesis** specified by the examiners. These shall not involve a revision of the whole thesis or of a major proportion of it. They may however include a requirement to carry out a further period of research in order to strengthen the thesis. The revisions shall be carried out within a timescale determined by the examiners and shall be confirmed by both the Internal and the External Examiners. The student should submit an electronic PDF copy of their revised thesis as well as two soft bound copies unless otherwise specified.

- D The thesis as a whole is unacceptable. The candidate is invited to resubmit the thesis taking account the comment of the examiners. The resubmitted thesis will be examined on one occasion only. It will be resubmitted within a timescale to be determined by the examiners but normally no later than **twelve months** after the date of the joint report notifying the candidate of the requirements for revision. A resubmission fee will be charged to cover the examining costs. The student should submit an electronic PDF copy of their revised thesis as well as three soft bound copies.

- E The thesis as a whole is unacceptable for the award of a doctoral degree. The candidate is invited to revise and **resubmit** the thesis for a **Masters** degree. The student should submit an electronic PDF copy of their dissertation as well as three soft bound copies.

- F **No degree be awarded.**

Post Oral Confirmation

In the event of the outcome of the oral being either B or C, examiners are required to sign Appendix 2.9 – Post Oral Examiners Report to confirm the changes have been made to their satisfaction and the degree can be awarded. The Convener will coordinate the completion of this form.

Payment of Expenses

Payment of the fee for examining the thesis will be made on receipt of the final report and the expenses form. All expenses are processed via the School.

<http://www.gla.ac.uk/colleges/socialsciences/info/students/graduateschool/pgexaminers>

