

1. Immediately after the viva, the Exam Convenor confer with the Internal and External Examiners regarding the decision to have the student re-submit their thesis.
2. The Exam Convenor informs the Graduate School of the decision along with the Joint Convenor Report.
3. The Graduate School updates TAP and sends the student an Outcome of Viva letter with regards to their re-submission dates.
4. Shortly before the resubmitted thesis is due to come in, the Graduate School contacts the PG Convener and send them a list of the original examination committee members to ask if there are any changes to be made to it.
5. If there are no changes and the thesis arrives by its due date (as shown on the outcome of viva letter), it will then be sent out for examination to the Exam Committee with corresponding paperwork, eg, Joint Convenor Report, Internal Examiner Report, External Examiner Report.
6. On the resubmission report forms the choices for the examiners are reduced, eg, no option to resubmit again.
7. Organise another viva unless the Exam Committee specifically says another viva is not required.
8. However, if the student is in danger of being 'failed', then a viva must be held regardless of what the examiners say as a student has the right to defend their thesis.
9. The final outcome and corresponding reports must be emailed back to the Graduate School.

Extra notes:

- External examiners will get the same fee as per the original viva examination.