

PhD Probationary Assessment – Assessors’ Joint Report on Resubmitted Work

|  |
| --- |
| **The Candidate** |
| Name:  School and Research Centre/Institute: |
| Title of project: |
| Assessment Panel members (please indicate Chair)  1.  2. |
| **Date of second viva voce examination (if applicable):** |
|  |
| **Report on Resubmitted Documentation** |
| The assessors are asked to judge whether the candidate has sufficiently addressed the points raised at the first viva and in the Joint Assessors’ Report to allow registration as a PhD candidate to be confirmed.  Please list each numbered revision and comment against each one: |
| **Recommended Revisions to the proposal/report (if applicable)** |
| Assessors must set out clearly in a numbered format their recommended revisions (where relevant):  Assessors can include a minimal number of constructive advisory suggestions: |
| **Decision** |
| If the report is a **second** submission   1. Confirm registration as PhD candidate 2. Resubmission for a third and final time (format of resubmission as stated above)   Timeframe for resubmission:  Meeting with Panel required (yes/no):  Suggested Date/time for viva (if applicable):   1. Recommend for deregistration   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  If the report is a **third and final** submission   1. Confirm registration as PhD candidate 2. Recommend for deregistration   Signed (Panel Chair):  Date:  Signature of the panel chair confirms approval of both panel members. |

**Instructions**

* The Chair of the Assessment panel is required to submit the Joint Report (with an assessment outcome) **no later than five working days** after the date of the candidate’s viva.
* If no viva was required, the joint report should be submitted **no later than ten working days** after receipt of the revised submission from the candidate.
* The Joint Report should be submitted to the [graduateschool@qmu.ac.uk](mailto:graduateschool@qmu.ac.uk)

**Further Information**

Once submitted, members of the Graduate School Academic Board will review the Joint Report and the recommended outcome and, if appropriate, approve it for release to the candidate and their Supervisory Team.

If the panel has requested a resubmission then both assessors will be required to check the resubmitted report and then send a Joint Report for Probationary Assessment (Resubmission) to the [graduateschool@qmu.ac.uk](mailto:graduateschool@qmu.ac.uk)

If the panel has requested a third viva following resubmission, the Graduate School will coordinate the arrangements in line with the resubmission deadline. Please indicate a suitable date / time that the panel is available to meet the candidate again following the resubmission of their report.