Guidance on Research Degree Examiner Nominations

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This is a summary taken from the regulations and guidance on the appointment of research degree examiners at UCL and based on recent precedent set.

Nominations for examiners who fall into the categories below will not be approved

1. An examiner who has worked with the candidate on the subject matter of the thesis
2. An examiner who has or has had a personal relationship to the candidate
3. An examiner who has ever acted as the candidate’s supervisor or line manager, or who acted on the panel for the candidate’s upgrade
4. An examiner who has undertaken extensive, or recent, collaboration with the candidate’s supervisor(s)
5. An examiner employed by UCL within the previous three years would have to act as an internal not an external
6. An internal examiner for a candidate who is also a member of staff
7. Two external examiners from the same institution
8. Two examiners with no UK research degree experience. Experience of examining at PGT level or for an MPhil/PhD upgrade is not relevant experience.
9. An internal examiner who has been appointed more than five times for the same UCL department during the previous three years
10. An external examiner who has been appointed more than once for the same UCL department within the previous year

Nominations for examiners who fall into the categories below will need supporting statements for consideration on behalf of RDC

1. An examiner from an overseas institution
2. Two external examiners
3. Two examiners without UCL examining experience, provided they have experience of examining at other UK institutions.
4. An examiner who has joint publications with either supervisor
5. An examiner who taught the candidate as part of his or her previous undergraduate or PGT studies
6. An internal examiner for whom the candidate has worked as a Teaching Assistant (PGTA) – this is only acceptable provided the working relationship has ceased prior to the academic session in which the examination is to take place.
7. A member of staff who has been retired for over three years must include confirmation that he or she continues to be active within the field of research.

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