



## Guidelines on the conduct of oral examinations and related matters for examiners of MPhil, PhD and DProf candidates

Queries about RVC research degree examination regulations, or the requirements for award of the MPhil, PhD or DProf degrees, should be addressed to the Research Degrees Officer:

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The Graduate School is open from 9.00 am – 5.00 pm Monday to Friday

Examiner eligibility: Should there have been any changes to their circumstances since receiving notification of their appointment as an examiner that they consider would render them ineligible to act, e

Oral examination arrangements: An oral examination must be held following submission of a thesis, other than in circumstances for which provision is made in the regulations (i.e. on re-submission of a thesis following referral) or if allegations of falsification/plagiarism have been made that require investigation.

The candidate's supervisor will

*the supervisor irrespective of whether s/he was present at the oral, particularly if they have doubts relating to the appropriate decision to be made.*

If the examiners reach a unanimous decision and there are no unresolved anomalies, they may convey the decision verbally to the candidate straight away.

#### Examination of Re-entry Candidates

The original examiners are expected to examine the candidate on re-entry, whether for the PhD, the MPhil or the DProf degree, unless there is a good reason why this is not possible.

In examining a re-entry candidate the examiners should have regard to the report they made on the first examination, copies of which can be made available to them.

If the examiners deferred their decision on whether the candidate should be re-examined orally until after reading the revised thesis (see page 5), they are asked to inform the Research Degrees Office relating to t 1 162g944

## Further information

### Conduct of the oral examination

The purpose of the oral examination is to examine the candidate on the subject of the thesis and, if the examiners see fit, on related topics. Before the oral begins, the examiners should discuss the strategy they propose to adopt and, at its outset, outline this to the candidate.

During the oral examination the examiners should seek to establish whether all the requirements for a thesis submitted for the

*Please note that* MPhil, PhD and DProf degrees are formally awarded on the last day of each month. In order for the degree to be awarded to the candidate in a particular month all the examiners' reports and the final corrected, hard bound, copy of the thesis must have been received by the Research Degrees Officer by the last day of the month in question.

#### Joint examiners' report

If the examiners recommend that the candidate must make major amendments to a thesis within 6 months, they should indicate clearly, although not necessarily in detail, the required revisions.

If the candidate fails to satisfy the examiners but is permitted to revise and re-submit their thesis for the degree within 18 months, they should indicate the way(s) in which the thesis fails to satisfy the requirements for the degree. They should also indicate clearly, although not necessarily in detail, the required revisions.

Such candidates may be exempted from a further oral examination on re-presentation of their thesis. The examiners must indicate in the joint report whether or not an oral is required. However, they may wish to reserve judgement until they have read the revised thesis and should state this on the form.

If the examiners decide that the criteria for an MPhil rather than a PhD have been, or might be, satisfied they should:

(i) indicate the basis for their decision not to allow re-submission for the PhD  
and

(ii) should indicate in a positive way how the requirements for a thesis for the MPhil (set out in the Research Degree Examination Regulations) are satisfied or (if they are recommending that the thesis be revised and re-submitted for examination for the MPhil degree) how the criteria for the MPhil might be satisfied.

[The MPhil Degree of the University of London -4(essa)]