**Last Updated: September 2020**

**External Examiner’s Report**

Academic Year \_\_\_\_\_\_\_\_

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| Name of External Examiner: |
| Programme(s) Moderated (e.g. BA in…/MSc in…): |
| Date of Examinations Board: |
| Module(s) Moderated: |
| Collaborative Partner *(if you have been appointed external examiner for a programme delivered by one of University of Roehampton’s partners rather than the University per se, please specify the institution)*: |
| **In accordance with the QAA Code of Quality for Higher Education external examiner reports are made available in full to students. The University publishes all reports and the corresponding programme responses internally on its Virtual Learning Environment (VLE).**  **As external examiners' reports are circulated widely within the University, they should not identify individuals.**  Your report should be emailed as an attachment to [**j.james@roehampton.ac.uk**](mailto:j.james@roehampton.ac.uk)and your claim forms for fees and expenses can be emailed to the same address or posted to:  University Academic Office  University of Roehampton  Roehampton Lane  London, SW15 5PU  If you feel that you would like to raise any serious issue of a sensitive nature direct with the Vice-Chancellor, this should be addressed to the Vice-Chancellor, University of Roehampton. Please do not use the form for this purpose. |

**Initial summary**

*To allow us to obtain a broad overview of your findings, please respond to the below statements.*

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| The academic standards set for the award(s) are in accordance with the Framework for Higher Education and the relevant subject benchmark statements.  In your opinion, does this statement reflect your findings? *(delete as appropriate)*  YES NO |
|  |
| If you have responded NO, please expand on this: |
|  |
| The assessment process measures student achievement rigorously and fairly against the intended outcomes of the programme(s) and is conducted in line with the University’s policies and regulations.  In your opinion, does this statement reflect your findings? *(delete as appropriate)*  YES NO |
|  |
| If you have responded NO, please expand on this: |
|  |
| The academic standards and the achievements of students are comparable with those in other UK higher education institutions of which you have experience.  In your opinion, does this statement reflect your findings? *(delete as appropriate)*  YES NO |
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| If you have responded NO, please expand on this: |

**General comments**

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| Please comment on any instances of good practice or areas of commendation in relation to learning, teaching and assessment that you have observed. In particular, comment on how assessment stretches the students in terms of knowledge development, independent thinking and skills, identifying any distinctive initiatives that enrich the educational offering (*please comment as extensively as you wish on these aspects as the fields will expand automatically*): |
|  |
| In this section you are invited to provide your recommendations on the ways in which we can further enhance the quality of the learning opportunities to enable to students to reach their full potential (*please comment as extensively as you wish on these aspects as the fields will expand automatically*): |

**Assessment processes**

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| --- | --- | --- |
| Please consider the following statements/questions and respond by either deleting the appropriate (Yes/No) option or using the strikethrough tool.  You are welcome to provide additional comments below for each of the statements/questions. Please comment as extensively as you wish on these aspects as the fields will expand automatically. | Delete or  use strikethrough as appropriate | |
| I received appropriate and sufficient information to allow me to carry out the EE role effectively. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| Access to online resources (e.g. VLE, Turnitin) was satisfactory. | Yes | No |
| Please provide any additional comments: | | |
|  |  |  |
| The size and composition of the moderation sample was appropriate. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| The time frames for external moderation were satisfactory. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| The process of moderation was clearly evidenced and consistently made use  of the appropriate University template. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| The assessed work I reviewed clearly indicated the reasons for how the marks were awarded. | Yes | No |
| Please provide any additional comments: | | |
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| I was able to carry out moderation through the Virtual Learning Environment. | Yes | No |
| Please provide any additional comments: | | |
|  |  |  |
| The standard of marking was appropriate. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| The consistency of marking was appropriate. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| Feedback to students is satisfactory and consistent in size and depth. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| I was satisfied with the conduct of the examinations board. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| I received the programme team’s response to my report for the previous assessment cycle. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| Where the response indicated that your recommendations would be acted upon, are you satisfied that these have been implemented? | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| The assessment methods are fair, rigorous and appropriate to the learning outcomes. | Yes | No |
| Please provide any additional comments: | | |
|  | | |
| Where applicable, were you satisfied with the arrangements for you to observe/monitor practical examinations? | Yes | No |
| Please provide any additional comments: | | |
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| Where applicable, are the requirements of the professional, statutory and regulatory bodies (including the Recognition of Prior Learning for the Nursing and Midwifery Council) being followed/addressed? | Yes | No |
| Please provide any additional comments: | | |
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**Franchised programmes**

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| If your role includes the moderation of a programme(s) that is delivered by both the University and a partner institution, please comment on whether the achievement of students at a collaborative partner is comparable to that of students taught on-site (*please comment as extensively as you wish on these aspects as the fields will expand automatically*): |

**Other comments**

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| If you wish to raise any other issues or share further reflections about the programme, please use this section (*please comment as extensively as you wish on these aspects as the fields will expand automatically*): |

**Placement observations** *(for Nursing programmes and Initial Teacher Education only)*

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| If your role includes practice learning on **Nursing** programmes, please report on your engagement with practice visits, review of practice assessment documentation and meetings with students, Practice Supervisors and Practice Assessors **/** If your role includes observing **ITE** students on placement, please comment on the quality and consistency of placements – are the supervisory team and the school providing appropriate support for the student teacher? Are the expectations set out in the University’s guidance being followed? (*please comment as extensively as you wish on these aspects as the fields will expand automatically*): |

**Final report**

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| If this is your final report of the 4-year tenure, please provide a brief summary of your term of office, highlighting any significant issues related to the quality and standards on the programme(s), notable developments or observations (*please comment as extensively as you wish on these aspects as the fields will expand automatically*): |

Name:

*[I understand that my report will be made available to students on the virtual learning environment platform.]*

Date: