



THESIS EXAMINER'S REPORT

Candidate's Name	
Faculty	
Degree	
Thesis Title	
Examiner's Name	
Examiner's Affiliation	

INSTRUCTIONS FOR COMPLETING THE THESIS EXAMINER'S REPORT FORM

The Thesis Examiner's Report Form consists of Four (4) Sections:

- (i) SECTION A: GUIDED REPORT
- (ii) SECTION B: UNGUIDED REPORT
- (iii) SECTION C: OTHER COMMENTS
- (iv) SECTION D: RECOMMENDATION

- All Examiners are required to submit their reports using the Thesis Examiner's Report Form.
- Examiners have the choice of submitting, either:

(i) **GUIDED FORMAT:** Fill in Sections A, B, C and D.

Section A: Fill in relevant section.

Section B: Report briefly highlighting the strengths and weaknesses of the thesis; **OR**

(ii) **UNGUIDED FORMAT:** Fill in Sections B, C and D only. Section B must contain a full report detailing the strengths and weaknesses of the thesis according to each section and sub-section in the thesis. Examiners are required to draw the Thesis Examination Panel's attention to specific points that may require elaborations or clarifications during the Viva Voce.



SECTION A

OVERALL STYLE AND ORGANISATION

Please indicate your response by **selecting** the most appropriate number. Please state not relevant, where appropriate.

1. In terms of contents, the thesis title is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

2. In terms of conciseness, the abstract is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

3. In terms of clarity of presentation, the thesis is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate



4. In terms of organization (chapters, bibliography, Appendices, etc.), the thesis is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

5. The language and grammar are

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

6. The spelling is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate



ROBUSTNESS OF THESIS

7. The terminology used is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

8. The literature review is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

9. Research objectives are

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate



10. The methodology is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

11. The data collected for the analysis and testing are

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

12. The quantitative (statistical)/qualitative analysis is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate



13. Data/information interpretation and conclusion are

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

14. The discussion corresponds to the results of the study

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

15. The discussion is

Comments



16. References are

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate

17. The research is

Comments

Not appropriate at all

1

2

3

4

5

Most appropriate



SECTION B

MAJOR REVISIONS REQUIRED (IF ANY)



MAJOR REVISIONS REQUIRED (IF ANY), cont'd



SECTION C

OTHER COMMENTS (Example: Suitability for publication and award) (IF ANY)



SECTION D

Please indicate your summary recommendation by placing a tick (✓) against the appropriate paragraph:

Results Scale	Recommendations upon Examination of Thesis
SCALE 1	Pass The candidate is awarded a Doctor of Philosophy/Master's Degree
SCALE 2	Pass with Minor Corrections The candidate is awarded a Doctor of Philosophy/Master's Degree subject to changes/ corrections to the thesis as listed in the Panel of Examiners Report.
SCALE 3	Pass with Major Changes/Corrections The candidate is awarded a Doctor of Philosophy/Master's Degree subject to changes/ corrections to the thesis as listed in the Panel of Examiners Report. The thesis MUST be revised and verified by the Panel of Examiners after the candidate has made the changes/corrections
SCALE 4	Re-examination The candidate is allowed to re-submit the thesis for re-examination after the candidate has made changes/corrections to the thesis as required in the Panel of Examiners Report. The thesis MUST be re-examined and the candidate MUST attend another viva voce.
SCALE 5	Fail The candidate is not eligible to be awarded a Doctor of Philosophy/Master's Degree and is not allowed to re-submit the thesis for examination.

Signature

Date



Guidelines for Examiners

Recommendation	Guidelines for Recommendation
Scale 1 : Pass	<p>The candidate is awarded a Doctor of Philosophy/Master's Degree.</p> <p>These recommendations are made if the thesis:</p> <p>Does not require corrections or Has amendments/corrections in the thesis as stated in the Panel of Examiners Report;</p> <p>Requires some editing of text, formatting of tables and, diagrams, correction of grammar, spelling, and other typographical conventions, etc.</p> <p>The confirmation of corrections for the thesis has to be made by the Main Supervisor.</p> <p>The maximum time frame for corrections is three (3) months However, the Thesis Examination Board can determine the maximum period to commensurate with the number of corrections required for the thesis of not more than one (1) year.</p>
Scale 2: Pass with Minor Corrections	<p>Pass with Minor Corrections</p> <p>The candidate is awarded the degree of Doctor of Philosophy/Master's, subject to amendments/corrections to the thesis as specified in the Panel of Examiners Report.</p> <p>These recommendations are made if the thesis:</p> <ul style="list-style-type: none"> i) Requires minor editing of text editing, formatting of tables and diagrams, correction of grammar, spelling, and typographical conventions, etc; ii) Requires only a modicum of additional information; iii) Requires only an explanation regarding a number of small parts in the text; iv) DOES NOT REQUIRE supplementary experimental work, the collection of new data or major re-writing; and v) Does not contain many changes in the summing up/conclusion that has been rewritten. <p>The confirmation of the veracity of the corrections has to be made by the internal examiner and the Main Supervisor.</p> <p>The maximum duration allowed for making corrections is six (6) months. However, the Thesis Examination Board can determine the maximum period commensurate with the number of corrections required for the thesis of not more than one (1) year.</p>



<p>Scale 3: Pass with Major Corrections</p>	<p>Pass with Major Corrections The candidate is awarded the degree of Doctor of Philosophy/Master's subject to amendments/corrections to the thesis as specified in the Panel of Examiners Report.</p> <p>These recommendations are made if the thesis:</p> <ul style="list-style-type: none"> i) Requires major editing of text, formatting of tables and diagrams, correction of grammar, spelling, and typographical conventions, etc.; ii) Requires additional information; iii) Requires supplementary statistical analysis, rewriting of major parts of the thesis and the expansion of the literature review. <p>The confirmation of the veracity of the corrections has to be made by the Panel of Examiners (External Examiner or Examiner or both) and the Main Supervisor.</p> <p>The <u>maximum</u> duration allowed for making corrections is nine (9) months. However, the Thesis Examination Board can determine the maximum period commensurate with the number of corrections required for the thesis of not more than one (1) year.</p>
<p>Scale 4: Re-evaluation</p>	<p>The candidate is allowed to submit the thesis for re-examination after he or she has made the changes/corrections to the thesis as stated in the Panel of Examiners Report.</p> <p>These recommendations are made if the thesis :</p> <ul style="list-style-type: none"> i) Has major weaknesses which will have a negative impact on the conclusions made in the thesis; ii) Has major weaknesses that can only be corrected if additional work is done to improve the quality of the thesis before submission; iii) Requires supplementary experimental work, supplementary statistical analysis, rewriting of a major part of the thesis; expansion of the literature review. <p>[This recommendation can be made once (1) only]. This means that a candidate may submit the thesis twice (2) only and members of the Board of Examiners will recommend 'pass' or 'fail' only after the viva-voce re-evaluation.</p> <p>The re-evaluation/re-examination has to be made by all the original examiners.</p> <p>As far as possible, the same Chairperson may chair the viva voce re-evaluation and the Thesis Examination Panel should be composed of the same members as the first panel.</p> <p>The <u>maximum</u> duration for the corrections is one (1) year.</p>



Recommendation	Guidelines for Recommendation
Scale 5: Fail	<p>The candidate is not eligible to be awarded a Doctor of Philosophy/Master's Degree and is not allowed to resubmit the thesis for examination.</p> <p>These recommendations are made if the thesis:</p> <ul style="list-style-type: none">i) Has obvious major weaknesses that additional work or corrections cannot address and hence the quality of the thesis cannot be increased to the level of set standards/requirement; orii) Has weaknesses that could not be remedied; oriii) The research carried out was inadequate/insufficient.