**1st Progression Review (Reassessment) - Independent Assessor Review & Panel Report**

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| Student name: |  |
| Student ID number: |  |
| Programme name: |  |
| Academic Unit: |  |
| Supervisor/s: |  |

You have been approved as an independent assessor for this student’s 1st Progression Review Reassessment Panel.

The re-viva will usually be conducted by the same panel as at the first attempt, with the addition of an independent chair. The independent assessor will lead the questioning and write the panel report. The supervisor will then review the assessor’s report.

If the outcome of the first attempt was to reassess the student, this would normally require a resubmission of the Progression Review Report as well as a re-viva. If amendments to the Progression Review Report were necessary, the student’s revised report would have been forwarded to you with this form.

If you are satisfied that as a result of the changes to the Progression Review Report this is enough for the student to progress to Confirmation, there is no need to hold a re-viva. However, **progression cannot be declined without a re-viva with an independent chair.** Therefore if the amended Progression Review Report is not sufficient for progression, a re-viva **must** take place.

**If the re-viva is no longer necessary, please inform the supervisor and continue to complete the rest of this form.**

**Please ensure you complete this form promptly as the student will not receive the reassessment panel recommendation and report until this form is submitted.**

If the recommendation is to terminate the student, **the Director of the Faculty Graduate School must receive formal recommendation within ten working days of the re-viva**, in accordance with the ‘Procedures for Circumstances that may lead to Withdrawal or Termination’. (<http://www.southampton.ac.uk/quality/pgr/research_degree_candidature/termination_withdrawal.page>)

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Following the re-viva, please complete the form below. Please circle/delete as appropriate. **Questions marked with an asterisk are mandatory.**

\* Has an amended report been submitted by the student? YES/NO

\* Has a re-viva taken place? YES/NO

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 Date of re-viva (if applicable)

\* Recommendation: Pass/Terminate

\* I confirm the training requirements were discussed with the student during the re-vivaYES/Not applicable

**Is there a clear plan for Confirmation?**

Please comment on any areas where you feel improvement is required in order for the student to successfully progress to the “Confirmation of Doctoral registration” milestone.

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**Issues for consideration**

Please list any issues which came to light during the re-viva and describe what action should be undertaken to overcome them.

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**Independent Assessor’s Report**

The assessors’ report should include your comments on the resubmitted 1st Progression Review Report and the re-viva (as applicable), as well as your recommendations for further work or training to be undertaken.

If your recommendation is to **terminate the student**, you should justify this in your report.

**Please note:** **progression cannot be declined without a re-viva with an independent chair.**

Please type your report in the box below or submit a separate document with this form.

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| Independent Assessor’s Name: |  |
| Signature: |  |
| Date: |  |

**When you have completed this form, please sign it and return to the Graduate School Office.**

**Supervisor Review**

*This form would normally be completed by the main supervisor. However, in the case where there is a co-ordinating supervisor in addition to the main supervisor, it should be completed by the co-ordinating supervisor. The co-ordinating supervisor must be a University of Southampton staff member.*

**Please ensure you complete this form promptly as the student will not receive the reassessment panel recommendation and report until this form is submitted.**

If the recommendation is to terminate the student, **the Director of the Faculty Graduate School must receive formal recommendation within ten working days of the re-viva**, in accordance with the ‘Procedures for Circumstances that may lead to Withdrawal or Termination’. (<http://www.southampton.ac.uk/quality/pgr/research_degree_candidature/termination_withdrawal.page>)

If there are significant issues with the independent assessor’s report, please discuss these with the assessor directly. If it is necessary to make amendments to the assessor’s report, the assessor must email their updated report to the Graduate School Office.

**However, please note – the decision on the final outcome is entirely that of the independent assessor.**

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**Supervisor Review**

Please review the Reassessment Panel Report. If you wish to add any comments for the student you can do so in the box below.

**Comments for the student:**

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| Supervisor’s Name: |  |
| Signature: |  |
| Date: |  |

**When you have completed this form, please sign it and return to the Graduate School Office.**

**Student Review**

**Instructions**

Please review the Reassessment Panel Report.

Once you have reviewed the report, please complete this form and forward to the Faculty Graduate School Office. If you wish to add any comments you can do so in the box below.

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**Please tick to confirm you acknowledge the comments and recommendation of the Progression Review Reassessment Panel**

Any comments you wish to make:

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| Student’s Name: |  |
| Signature: |  |
| Date: |  |

**When you have completed this form, please sign it and return to the Graduate School Office.**

**Directorate Approval**

**Please approve this progression review reassessment recommendation**

Please review this progression review reassessment then sign this form and return to the Graduate School Office.

If the recommendation is to terminate the student, please follow the procedures as outlined in the ‘Procedures for Circumstances that may lead to Withdrawal or Termination’. The student must be notified of the decision in writing within 5 working days of receipt of the documentation from the panel.

(<http://www.southampton.ac.uk/quality/pgr/research_degree_candidature/termination_withdrawal.page>).

If there are any issues with the progression review, please contact the assessor or supervisor directly. If it is necessary to make amendments to the assessor’s report or action plan these must be submitted directly to the Graduate School Office.

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| Name: |  |
| Signature: |  |
| Date: |  |

**When you have completed this form, please sign it and return to the Graduate School Office.**