**3rd 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 the independent assessor for this student’s 3rd Progression Review Reassessment Panel. Please review the student’s 3rd Progression Review Report that was emailed to you with this form.

The reassessment panel will consist of a member of the supervisory team, at least one independent assessor and an independent chair. **The panel will be led by the independent assessor who will also write the panel report.** The supervisor will review the panel report before it is forwarded to the student.

**Once the viva has taken place, please ensure you complete this form and return it to the Graduate School Office promptly as the student will not receive the reassessment panel recommendation and report until this form is submitted.**

If the recommendation is not to progress 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 viva, please complete the form below. Please circle/delete as appropriate. **Questions marked with an asterisk are mandatory.**

Date of viva

\* Recommendation: Pass/Transfer to MPhil/Terminate

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

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

Please comment on any areas where you feel improvement is required in order for the student to successfully complete the Doctoral Thesis.

**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.

**Independent Assessor’s Report**

The assessors’ report should include your comments on the 3rd Progression Review Report and the viva, as well as your recommendations for additional work or training to be undertaken. You should also comment on further work required to enable the student to transfer to nominal registration.

If your recommendation is **not to progress the student**, you should justify this in your report.

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

|  |  |
| --- | --- |
| 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 not to progress 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:**

|  |  |
| --- | --- |
| 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 □**

**If the recommendation was to transfer to an MPhil programme, do you accept this recommendation?**

YES/NO (please circle/delete as appropriate)

Any comments you wish to make:

|  |  |
| --- | --- |
| 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 not to progress 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 10 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.

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

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