**Form R5**

**Application for Approval of Examination Arrangements**

*(This form should be completed by the Director of Studies)*

**for the Degree of of Philosophy***(insert award title) or* **Professional Doctorate** *(specify the award title)*

*(To facilitate preparation of the arrangements for the examination of the thesis, this form must be submitted by the Director of Studies to the Research Degrees Administrator,* ***at least 6 weeks*** *prior to the expected date of submission of the thesis).*

**Refer to *Research Degree Regulations,* 9.1 to 9.10.**

1. **The Candidate**

Name: Student Number:

Collaborating Establishment *(if applicable):*

Mode of study (full-time or part-time): Effective Date of Registration:

Final Title of Thesis (*as approved on the R1 or subsequent R9*):

Requested Date of Examination:

1. **Supervisors***(Title, name, qualifications and current School)****:***
2. DoS:
3. Second:

1. **Proposed Examiners** *(give: title, name, qualifications and current School/Institution)****:***

***(i)* Internal** *(a CV should be appended if the examiner has not examined a research degree candidate at the University of Bolton within the previous five years. Refer to para. 9.7 in the Regulations):*

 Name:

 School:

 No. of UK research degree candidates previously examined: MPhil[[1]](#footnote-1)\* PhD

**(ii) External** *(a CV should be appended for each, including lists of published work and/or other outputs. Refer to para. 9.5 in the Regulations):*

 **External A:**

 Name:

 Institution:

Research Specialism(s):

UK research degree candidates previously examined: MPhil[[2]](#footnote-2)\* PhD

Previous research degree examinations for the **University of Bolton** (past 5 years):

|  |  |  |
| --- | --- | --- |
| Year | Degree | Name of Candidate |
|  |  |  |
|  |  |  |
|  |  |  |

Three most recent research degree examinations for **other UK Universities**:

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Degree | University | Title of Thesis *and/or*Name of Candidate if available |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

 **External B:**

Name:

 Institution:

Research Specialism(s):

UK research degree candidates previously examined: MPhil[[3]](#footnote-3)\* PhD

Previous research degree examinations for the **University of Bolton** (past 5 years):

|  |  |  |
| --- | --- | --- |
| Year | Degree | Name of Candidate |
|  |  |  |
|  |  |  |
|  |  |  |

Three most recent research degree examinations for **other UK Universities**:

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Degree | University | Title of Thesis *and/or*Name of Candidate if available |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Director of Studies Declaration:**

I confirm that I have considered the requirements laid out in paragraph 9.8 of the Postgraduate Degree Regulations concerning conflicts of interest and have discussed this with both proposed examiners. I confirm that, as far as I can ascertain, there are no actual or potential conflicts of interest raised by this examination proposal.

**Director of Studies** *(name)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *signature*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Mandatory work placement/Practicum** (*if applicable*)

Provide details of any work placement or practicum that the student has completed during their studies.

1. **Submission of the Thesis**

Supervisors should note that under the *Research Degree Regulations*, it is the student’s ultimate responsibility to decide whether or not a thesis should be submitted for examination. The Director of Studies should therefore note here: (i) any general comments about progress with the research; (ii) whether or not they have had the opportunity to comment on drafts of the thesis; (iii) whether or not they endorse the intended submission of the thesis by the date given below.

 **The Candidate will submit the final, examinable version of the thesis to the Research Degrees Administrator by:** (*insert intended submission date here*)

 **I confirm that I have inserted the following Declaration at an appropriate point at the start of my thesis** (as required by the Regulations in para. 12.9 (vii))**;**

*‘No portion of the work referred to in the thesis has been submitted in support of an*

 *application for another degree or qualification of this or any other university or*

 *other institute of learning.’*

**Signature of Candidate Date**

1. **Viva Voce Examination Arrangements:**

*Please check* ***ONE*** *box and complete the relevant sections below. Annex 5 in the Regulations should be consulted before this section is completed.*

|  |  |
| --- | --- |
|  | **Traditional viva voce examination:** examiners, independent chair and candidate will attend one location |
| **Location for viva:** |
|  |  |
|  | **Viva voce by videoconferencing**:(***NB****: this is a request to the Board for consideration of this mode of viva examination*) |
| **Location of candidate:**Internet call address:**Proposed independent person** (Annex5, para 5):*(a CV of this person must be included for approval by the Board)* |
| **Location of examiners:**Internet call addresses for examiners: |
| **Location of independent chair:**Internet call address: |
| **Quality and Rationale:**The DoS has conducted the necessary checks and tests so that the Examiners and the Board of Studies can be reasonably assured that the technical infrastructure, including the quality of the video conferencing video/audio, is capable of supporting a viva voce examination (Regulations Annex 7, para 2): **YES/NO** (**delete as appropriate**)Brief rationale for the candidate requesting a remote viva: |

1. \* *including Masters by research* [↑](#footnote-ref-1)
2. *\*including Masters by research* [↑](#footnote-ref-2)
3. [↑](#footnote-ref-3)