Chair’s Report following a *Viva Voce* for a Postgraduate Research Award

All postgraduate research awards at the University of Southampton are governed by the [General Academic Regulations for Research Students](https://www.southampton.ac.uk/about/governance/regulations-policies/research-students/) and the [Code of Practice for Research Degree Candidature and Supervision](https://www.southampton.ac.uk/about/governance/regulations-policies/research-students/general/candidature-supervision). The [Guidance for Examiners of Postgraduate Research Awards](https://www.southampton.ac.uk/~assets/doc/quality-handbook/Guidance%20for%20Examiners%20of%20PGR%20Awards.pdf) supplements the information from these sources and should be consulted to aid the completion of this form, but the Regulations and the Code of Practice must be consulted where clarification is required or where dispute arises during the examination process.

This form should be completed by the chair (independent or otherwise) following the *viva voce*.

Please return the completed form to [name and contact details]. Completed forms will be retained on the research student’s file. Should there be any reported concerns, the Faculty Director of the Graduate School (or their nominee) should take steps to engage the assessors or examiners in discussion with a view to satisfactorily resolving the matter. A record of all discussions should be made and retained with the examination documentation.

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| Name of research student |  | | | | | |
| Date of *viva voce* |  | Start time |  | End time |  | |
| Title of thesis |  | | | | | |
| This report refers to the submission of a revised thesis or an additional *viva voce* | | | | | Yes󠄀 󠄀󠄀 | No󠄀 󠄀󠄀 |

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| 1. The examination has been conducted according to the University’s [Regulations for Research Degrees](https://www.southampton.ac.uk/about/governance/regulations-policies/research-students/general/regulations) and the [Code of Practice for Research Degree Candidature and Supervision](https://www.southampton.ac.uk/about/governance/regulations-policies/research-students/general/candidature-supervision); | Yes󠄀 󠄀󠄀 | No󠄀 󠄀󠄀 |
| 2. The student has been treated fairly and appropriately; | Yes󠄀 󠄀󠄀 | No󠄀 󠄀󠄀 |
| 3. The process was appropriate and the outcome of the examination represents fairly the views of the examiners. | Yes󠄀 󠄀󠄀 | No󠄀 󠄀󠄀 |

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| If answering No to 1., 2., or 3. above, use this section to state your concern(s). |
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| Use this section to add any further comment on the conduct of the *viva voce* |
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| Name |  | | | School/Faculty | | |  |
| Chair of the Examining Team | | 󠄀 | Independent Chair | | 󠄀 | Date |  |