

# INFORMATION FOR THE EXAMINER OF THE DEGREE OF DOCTOR OF PHILOSOPHY



**MACQUARIE**  
University  
SYDNEY · AUSTRALIA

## GENERAL

- ❖ A Doctoral degree is normally awarded by Academic Senate on the recommendation of the Higher Degree Research Committee solely on the results of the examination of a thesis.
- ❖ In some cases work done conjointly with others may be accepted provided that:
  - (a) the Higher Degree Research Committee is satisfied that the work done by the candidate meets the criteria for the award (see below)
  - (b) the thesis is structured to show explicitly the contribution of parties involved and thus enable examiners to make the judgements on the criteria.
- ❖ A candidate may not submit as the main content of the thesis any work or material which has been previously submitted for any degree but may incorporate that work or material in the thesis, if the candidate specifies the work or material which has been so incorporated.
- ❖ Candidates have been instructed that a thesis should be written as concisely as possible. The limit suggested is 100,000 words. However, some Departments have prescribed that a thesis on scientific subjects should not exceed 50,000 words.
- ❖ The University requires that postgraduate research be supervised, and the name of a candidate's supervisor appears at the top of the examiner's report form. Supervisors do not act as examiners. They are invited to report to the Higher Degree Research Committee on a candidate's performance but are not required to do so. A candidate may submit a thesis for examination against a supervisor's advice.
- ❖ Professional contact between candidates and examiners might be expected, but examiners should not have been involved in a supervisory role in the preparation of the thesis, as in the reading of draft thesis material. Examiners may consult other examiners about a thesis should they consider it desirable. Examiners may make a conjoint report if they wish; however this occurs rarely.
- ❖ Examiners are invited to retain the thesis for their personal use unless otherwise advised by the Higher Degree Research Office. A claim for postage may be submitted.
- ❖ It is expected that examiners will be able to complete their examination and submit reports within **five weeks** of receipt of the thesis. Reports may be emailed ([hdrexam@mq.edu.au](mailto:hdrexam@mq.edu.au)) or posted to the Higher Degree Research Office. To minimise delays, it is most helpful if examiners would email the reports.

## CRITERIA

A thesis submitted for the degree of Doctor of Philosophy is to be evaluated according to the following criteria:

- a) that it forms a distinct contribution to the knowledge of the subject area,
- b) that it affords evidence of originality shown either by the discovery of new facts or by the exercise of independent critical power;
- c) that it is satisfactory as regards its literary presentation.

Comment is sought from the examiner as to publishable content of the thesis. This is for information only and should not affect the decision on the award of the degree.

## EXAMINER'S REPORTS

Examiner's report forms contain two parts.

Part I provides for a summary judgement on the project and requests one of a number of possible

recommendations. Part I of the report is normally confidential to the Higher Degree Research Committee. Any comments intended as advice to the Higher Degree Research Committee, rather than the candidate, should be provided on a separate sheet and attached to Part I of your report. Examiners should be aware that it is likely that this part of the report would be released to the candidate if requested in a Freedom of Information application.

Part II is your report to the candidate. Please state concisely but explicitly the grounds on which the recommendation is based, indicating the strengths and weaknesses of the project. This should be in sufficient detail for candidates to gain a clear understanding of your opinion of their work and the means by which your conclusions were reached.

Where further work is required, please indicate clearly those revisions and/or corrections which you wish to see made. Supplementary sheets may be attached. On completion of the examination, a copy of Part II of your report identifying you as the author will be released to the candidate.

### REQUEST FOR FURTHER INFORMATION

Before making a recommendation, an examiner may request further information from the candidate. This can be arranged by contacting the Higher Degree Research Office.

### RECOMMENDATION

Recommendations, as summarised on Part I of the Examiner Report Form.

### RESULT OF EXAMINATION

- ❖ When all examiners' reports are to hand, comments are sought from the candidate's supervisor for the information of Higher Degree Research Committee.
  - ❖ After considering all reports the Higher Degree Research Committee may, in general:
    - (a) recommend the award of the degree;
    - (b) require that corrections to the thesis to the satisfaction of the University be carried out by the candidate before the award of the degree;
    - (c) require that the candidate undertakes further study and research, and resubmits the thesis for re-examination by one or more examiners;
    - (d) in the event of marked disagreement amongst examiners, appoint a further examiner, moderator or adjudicator or request that an oral examination be held;
    - (e) recommend that the degree be not awarded.
  - ❖ Under the University rules, it is the Academic Senate which determines that a candidate has satisfied requirements for award of the degree.
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