

## NEWCASTLE UNIVERSITY

### Rules of Procedure for the Higher Degrees of:

**Doctor of Letters**

**Doctor of Engineering**

**Doctor of Laws**

**Doctor of Science in Medicine or in Science or in Engineering or in Agriculture and Biological Sciences.**

1. Potential candidates for the degree shall be advised that it would be appropriate to list the work they submit in two groups as follows:

**Group I.** Those works upon which a candidate primarily bases his/her claim to have satisfied the standards for the award of the degree which are indicated in section 2 of the regulations.

**Group II.** Other works or lists of works (in cases where such are submitted) put forward as additional evidence of the scope of the candidate's contribution to the field or fields of study in which the primary submissions lie.

- 2a. On receipt of a submission for a degree examination, the Dean of Postgraduate Studies of the relevant Faculty, will be asked to nominate two members of academic staff from within the University to act as readers of the submission. The Dean may consult, in confidence, appropriate members of the teaching staff of the University before making their nominations.
- 2b. The readers shall be asked to provide, in order of suitability, a list of four external assessors (ie. two external assessors and two alternative assessors). It is preferable that at least two of those nominated are members, or former members, of the staff of a University. Two assessors from the same institution should not be nominated.
3. The relevant Dean of Postgraduate Studies shall be asked to approve the appointment of the nominated external assessors.
4. The two appointed external assessors shall present independent reports on the work submitted and independent reasoned recommendations as to whether or not the degree should be awarded.
5. The relevant Dean of Postgraduate Studies shall consider the reports and may thereafter, if the assessors' recommendations differ, consult an additional external assessor who shall be appointed in a similar manner to that followed in appointing the original external assessors.
6. Candidates shall be advised by the relevant Senior Student Policy Manager of the success or failure of their submission without any statement as to the reasons for the decision. The reports of the external assessors shall not be provided to candidates, but, if they request feedback, a non-attributed summary of the main points made by the assessors may be provided.