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| **NURPD04 Panel Nomination Form** |  |

*This form should be completed when proposing a Panel for the Clinical Doctorate Programme module: Expert Practice (NURPD04) Level 12 (80 credits).*

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| **Section 1 – Assessment Details** | | |
| **Duration of appointment** **is one day during the module. Please provide the start and end date of the module:**   |  |  | | --- | --- | |  |  | | | |
| **Name and student number of candidate being examined:**  **Is the student repeating the module: Y/N** | | |
| **Section 1.2 – Internal Panel Members** | | |
| **Please provide the name, position held and their role on the viva Panel:** | | |
| **Section 2 – Proposed External Examiner Details (Examiner 1)** | | |
| **Surname:** | **Forename**: | **Title:** |
| **Employing Institution (Name, Department and Address):** | | |
| **Position held:** | | |
| **Contact Address:** | | |
| **Email address:** | | |

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| **3.1: Conflict of Interests (Examiner 1)** |

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| Is the nominee a member of a governing body or committee of the University of Stirling or one of our collaborative partners, or a current employee of the University of Stirling or one of its collaborative partners? | **Yes  No** |
| Is the nominee in a close professional, contractual or personal relationship with a member of staff or student involved with the programme of study? | **Yes  No** |
| Is the nominee required to assess colleagues who are recruited as students to the programme of study? | **Yes  No** |
| Would the nominee be anyone who is, or knows they will be, in a position to influence significantly the future of students on the programme of study? | **Yes  No** |
| Is the nominee anyone significantly involved in recent or current substantive collaborative research activities with a member of staff closely involved in the delivery, management or assessment of the programme(s) or modules in question? | **Yes  No** |
| Is the nominee a former member of staff or student of the University of Stirling, if so have at least 5 years elapsed and have all the students taught by or with the External Examiner completed their programme of study? | **Yes  No** |
| Is the nominee from a department where a Stirling member of staff is also serving as an External Examiner? | **Yes  No** |
| Would the appointment result in the succession of an External Examiner by a colleague from the examiner’s home department and institution? | **Yes  No** |
| Would the appointment result in more than one External Examiner from the same department of the same institution being appointed? | **Yes  No** |

*If the answer is yes to any of the above then please provide an explanation in Section 3.3 as to why an exception should be made to the nomination of this External Examiner.*

*Any concerns regarding a potential conflict of interest should also be provided along with information on arrangements to address this.*

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| **3.2 Examiner Experience (Examiner 1)** |
| **Please provide details (including dates, department and institution) of any current, previous or pending External Examiner appointments held by the proposed External Examiner:** |

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| **3.3 Supporting Information (Examiner 1)**  **Please attach a copy of the proposed External Examiners CV to this form.** |
| **Does the nominee hold a PhD?** Yes  No  *If no, please provide details below on the individual’s experience and qualifications and how these are appropriate to the level of the qualification being externally examined. Where the individual has extensive practitioner experience this should also be detailed.* |
| **Provide evidence on how the nominee meets the person specification and the experience in the candidates field as detailed in the guidelines on the University’s requirements around External Examiner appointments.** |

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| **Section 2 – Proposed External Examiner Details (Examiner 2)** | | |
| **Surname:** | **Forename**: | **Title:** |
| **Employing Institution (Name, Department and Address):** | | |
| **Position held:** | | |
| **Contact Address:** | | |
| **Email address:** | | |
| **3.1: Conflict of Interests (Examiner 2)** | | |

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| Is the nominee a member of a governing body or committee of the University of Stirling or one of our collaborative partners, or a current employee of the University of Stirling or one of its collaborative partners? | **Yes  No** |
| Is the nominee in a close professional, contractual or personal relationship with a member of staff or student involved with the programme of study? | **Yes  No** |
| Is the nominee required to assess colleagues who are recruited as students to the programme of study? | **Yes  No** |
| Would the nominee be anyone who is, or knows they will be, in a position to influence significantly the future of students on the programme of study? | **Yes  No** |
| Is the nominee anyone significantly involved in recent or current substantive collaborative research activities with a member of staff closely involved in the delivery, management or assessment of the programme(s) or modules in question? | **Yes  No** |
| Is the nominee a former member of staff or student of the University of Stirling, if so have at least 5 years elapsed and have all the students taught by or with the External Examiner completed their programme of study? | **Yes  No** |
| Is the nominee from a department where a Stirling member of staff is also serving as an External Examiner? | **Yes  No** |
| Would the appointment result in the succession of an External Examiner by a colleague from the examiner’s home department and institution? | **Yes  No** |
| Would the appointment result in more than one External Examiner from the same department of the same institution being appointed? | **Yes  No** |

*If the answer is yes to any of the above then please provide an explanation in Section 3.3 as to why an exception should be made to the nomination of this External Examiner.*

*Any concerns regarding a potential conflict of interest should also be provided along with information on arrangements to address this.*

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| **3.2 Examining Experience (External Examiner 2)** |
| **Please provide details (including dates, department and institution) of any current, previous or pending External Examiner appointments held by the proposed External Examiner:** |

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| **3.3 Supporting Information (External Examiner 2)**  **Please attach a copy of the proposed External Examiners CV to this form.** |
| **Does the nominee hold a PhD?** Yes  No  *If no, please provide details below on the individual’s experience and qualifications and how these are appropriate to the level of the qualification being externally examined. Where the individual has extensive practitioner experience this should also be detailed.* |
| **Provide evidence on how the nominee meets the person specification and the experience in the candidate’s field as detailed in the guidelines on the University’s requirements around External Examiner appointments.** |
| **Section 4: Proof of Right to Work** |
| The University is required to check permission to work in the UK for staff paid on a fees basis. The Right to Work check will be carried out following acceptance and the check must be completed before the examination date. |

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| **Section 5: Faculty Signatures** | |
| **Programme Director**  Signature by the Programme Director to confirm that to the best of his/her knowledge the above information is accurate. | |
| Signed: | Name:  Date: |
| **Dean of Faculty**  Signature by the Dean of Faculty to confirm that they have reviewed the proposal and endorse it at Faculty level. | |
| Signed: | Name:  Date: |
| **Faculty administrator contact:** | |

***Please email the completed form to the Academic Quality & Governance Team:*** [externalexaminers@stir.ac.uk](mailto:externalexaminers@stir.ac.uk)

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| **Section 6: Institutional Approval** | |
| **6.1 Academic Quality & Governance Team Check** | |
| Comment Examiner 1:  Comment Examiner 2: | |
| **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date:** |