

External Examiners on Undergraduate Programmes in the School of Computer Science and Statistics (SCSS)

1. External Examiners are appointed in line with College guidelines.
2. The role of external examiners is confined to those years that make a contribution to a degree grade, at Bachelors or Masters level.
3. External examiners are sent annual examination papers along with sample solutions. Comments made by external examiners are referred back to the individuals concerned for their consideration and possible action. External examiners are not involved in supplementals, except in very unusual circumstances.
4. External examiners visit the school at the time of, and usually a day before, the meetings of the Courts of Examiners.
 1. They are provided with all information relevant to an understanding of how students' results are arrived at, including examination papers, scripts, continuous assessment details, project reports, and provisional lists of overall student performance. Members of staff generally make themselves available should the external examiner wish to contact them.
 2. The attention of external examiners will normally be drawn to the results of students who are close to grade boundaries, to the best projects, to projects where there was a wide divergence between supervisor and second reader's mark (and where a third reader was used).
 3. External examiners may suggest changes to marks. These suggestions would normally be accepted, but it is not mandatory.
 4. External examiners are present during the formal court of examiners and may be consulted and may offer views and opinions during the meeting.
 5. External examiners are invited to make general comments at the conclusion of the court of examiners.
 6. Examiners Reports are considered at the School's UG Directors meetings and at Course Committee meetings.
 7. In the case of MSISS, the external examiner is given the opportunity to interview degree students, though this is rarely taken up.
 8. In all other cases, the external examiner does not have contact with students and does not play any primary role in evaluation, assessment or marking of student work.
5. In the case of the Master of Computer Science programmes, the external examiner is invited back in September to consider the internship results, as these results are not available in the May/June period.