



ST. AUGUSTINE, TRINIDAD AND TOBAGO, WEST INDIES
OFFICE OF THE CAMPUS REGISTRAR
SCHOOL FOR GRADUATE STUDIES & RESEARCH
EXAMINATION PROCEDURES FOR THESIS

- 3.23 Candidates for degrees examined by thesis are required to satisfy the Examiners in such oral, practical or written examinations as stipulated by the Board for Graduate Studies and Research and in Faculty Regulations.
- 3.24 Examiners of theses are required to report to the Board for Graduate Studies and Research, through the Campus Registrar, within two months of the date of delivery of a thesis. The report shall contain:
- (a) An evaluation of the thesis;
 - (b) A recommendation in accordance with Regulations 3.25-3.31 including an indication of whether high commendation should be awarded ;
 - (c) An indication of any changes in the thesis which the Examiner thinks should be made before the award of the degree.
- 3.25 Subject to Regulations 3.28-3.31, the Examiners of a PhD or Professional Doctorate thesis shall, after reading the thesis, examine the candidate orally and may, at their discretion, also examine the candidate by practical or written questions or by both of these methods.
- 3.26 If an Examiner of an MPhil or MD thesis deems that the thesis needs to be examined further, the candidate may be required to be examined by oral, practical, or by written examination, or by any combination of these methods.
- 3.27 If, in the opinion of the Examiners, an MPhil thesis is of such high standard and potential that it might be developed into a submission for the PhD degree, the Examiners may recommend that the candidate be permitted to transfer registration to the PhD and to submit within a timeframe specified by the Board, but it shall be the right of the candidate at any time to accept conferment of the MPhil degree.
- 3.28 If, in the opinion of the Examiners, a PhD thesis is of insufficient merit to justify the award of the PhD degree, the Examiners may, without further test, recommend that the candidate be permitted to resubmit the thesis with revision for the MPhil degree, or that the MPhil be awarded without further revision of the work.
- 3.29 The Examiners may, without further test, recommend that a thesis be rejected. A candidate whose thesis is rejected by the Board for Graduate Studies and Research after it has received reports from all of the Examiners, shall not be permitted to present the same thesis for examination, or a revised version of the thesis with the same title, unless re-approval of candidature has been granted by the Board for Graduate Studies and Research.

- 3.30 If, in the opinion of the Examiners, the thesis is inadequate, but of sufficient merit to justify a second attempt at the examination, the Examiners may, without further test, recommend that the candidate be permitted to resubmit the thesis for examination in a revised form. A candidate who is required by the Examiners to make such major changes to the thesis and to resubmit the thesis in a revised form for examination, must resubmit within eighteen months of the date of notification. The Campus Committee shall send to the candidate pertinent comments of the Examiners relating to the changes they propose.
- 3.31 If, in the opinion of the Examiners, the thesis is adequate but defective in minor ways which do not require it to be resubmitted for examination, they may require the candidate to make such amendments to the thesis as will remove the defects indicated, to the satisfaction of the Supervisor and/or Internal Examiner as determined by the Campus Committee, before the award of the degree. Subject to Regulation 3.31, such changes shall be made after the oral examination for PhD candidates. A candidate who is required by the Examiners to make such amendments to the thesis must do so within a period of six months after the date of notification.
- 3.32 If there are substantial differences in recommendations amongst the Examiners, the Chair of the Campus Committee may circulate the conflicting reports among the Examiners and attempt to arrive at a common position. If a common position among the differing Examiners cannot be reached, the Chair of the Campus Committee shall engage the Additional External Examiner who shall examine the thesis and report in accordance with Regulation 3.24.
- 3.33 If the reports of the Examiners indicate that a thesis requires extensive revision, but not re-submission, in accordance with Regulation 3.31, the Board for Graduate Studies and Research may direct that the candidate be requested to effect such revision to the satisfaction of the Supervisor and/or Internal Examiner prior to any oral examination. Such revision should be completed within twelve months of the date of notification.
- 3.34 If, in the opinion of the Examiners, the thesis is adequate but the candidate fails to satisfy the Examiners at the oral, practical, or written examination held in connection therewith, the Examiners may recommend that the candidate be permitted to submit to a further oral, practical or written examination within a period not exceeding eighteen months from the decision of the Board for Graduate Studies and Research. In such cases, the Board for Graduate Studies and Research may direct the candidate to effect any revision required to the satisfaction of the Supervisor and/or Internal Examiner prior to the further oral examination.
- 3.35 If, in the opinion of the Examiners, the thesis is adequate, and if the candidate satisfies the Examiners in any oral, practical or written examination required, the Examiners shall recommend that the degree be conferred. Where Examiners recommend conferment of the degree, they are required to certify that the thesis is worthy of publication as a thesis approved for the relevant degree of the University of the West Indies.
- 3.36 Oral examinations will be held within one month of receipt of the written reports of all of the Examiners, unless the Campus Committee in any particular case decides otherwise.
- 3.37 Candidates will be required to present themselves for any oral, practical or written examination at the time, place and date set, in writing, by the Campus Registrar.
- 3.38 An oral examination shall be chaired by a senior academic appointed by the Campus Committee and shall be attended by the Independent Internal and the External Examiner. In cases where the Additional External Examiner has been engaged, he/she shall also be present

at the oral examination. Where there is a disagreement among the Examiners, the recommendation of the majority shall be accepted as the final recommendation to the Board for Graduate Studies and Research.

3.39 The Chair of the oral examination and the Examiners shall send a report on the oral examination to the Chair of the Campus Committee in which they shall report on the candidate's knowledge of his or her field of study and make a recommendation in accordance with the 3.34 and 3.35 of these Regulations. The report should provide the Board with the details of any further changes required of the candidate by the Examiners before recommending the award of the degree. The Chair of the Campus Committee shall forward the recommendation of the Examiners to the Board for Graduate Studies and Research for

3.40 Candidates who

- (a) fail to present themselves for any oral or written examination; or
- (b) fail to re-submit a revised thesis within the time periods specified in these Regulations; or
- (c) fail to satisfactorily make alterations in accordance with Regs. 3.28 and 3.31 and who have not been granted an extension in respect of Regulation 3.30, 3.31 and 3.33 shall be deemed to have failed the examination.

The Registry
31/10/14