

# University of London

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Our ref EX/307/EK  
Your ref

28 SEP 1984

Dear Secretary,

## APPOINTMENT OF EXAMINERS FOR MASTER'S DEGREE 1985

In accordance with the Instructions for the Appointment of Examiners I am writing to invite your Board to appoint a Board of Examiners for each of the courses (~~XXXXXX~~) plus:

Nursing - no list included

The Instructions provide:

"2.2. The number of examiners appointed to any Board shall be the minimum necessary for the efficient conduct of the examination and Boards of Studies shall ensure that the Board of Examiners appointed is competent to examine the course concerned at Master's degree level. The Board of Examiners shall include a Chairman who is an Appointed or Recognised Teacher, and at least one Visiting Examiner as defined below. A Visiting Examiner may be

- (a) an Intercollegiate Examiner (i.e. a member of the academic staff of a School, students from which are not being examined); and/or
- (b) an External Examiner (i.e. an examiner from outside the University who is neither a member of the staff of any School nor a Recognised Teacher of the University).

A Visiting Examiner must be appointed annually. The same Visiting Examiner may not serve at more than five consecutive examinations. He will not then be eligible for reappointment until after a lapse of three further examinations."

The Instructions also provide that Boards of Studies in appointing Boards of Examiners shall take into account nominations of examiners made by Schools. Any such nominations will be forwarded through my office.

A list of the Board of Examiners who acted for each of the courses listed which was held last year is appended.

The Board of Studies is asked to appoint the Board of Examiners for each Master's Degree course for which it is responsible and to submit the names of those appointed by the end of the Autumn Term.

Yours sincerely



D J COSTERTON  
Secretary for Examinations

SAC Nursing Studies