**RESEARCH DEGREE REPORT FORM**

**CHECKLIST FOR CHAIR OF RESEARCH DEGREE EXAM COMMITTEE**

**Please note that the research degree report form must be completed in full before submission to ACCE or it may be returned for revision. Please pay particular attention to ensure the following sections are completed carefully:**

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Indication if thesis is publishable

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Signed and dated by all Examiners

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Declaration signed and dated by Chair

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Joint report (*post viva)* written in plural

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Brief Summary

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Section on strengths of thesis

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Section on weaknesses

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Commentary on viva (where applicable)

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Date of viva (where applicable)

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Recommendation and rationale

**The summary and commentary on strengths and weaknesses must be sufficiently long and detailed to permit the ACCE to obtain a good understanding of the thesis.**

**Please ensure that the recommendation reflects the strengths and weaknesses as described earlier in the report.**