

NOMINATION OF EXAMINERS for PHD QUALIFYING EXAMINATION

**PART 1 - TO BE COMPLETED BY HEAD OF DEPARTMENT & SUBMITTED TO DEAN'S OFFICE AT LEAST
2 MONTH BEFORE THE PROPOSED DATE FOR QUALIFYING EXAMINATION**

Candidate's Name :	Registration No.:																								
Degree :	Department:																								
Thesis Title :	Proposed Date of Examination:																								
Supervisor(s) :																									
<p>Proposed Examiners (please refer to note 3 next page)</p> <p>A) Vice Dean Research or Representative</p> <p>Name: _____</p> <p>B) Members in the related field of research</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Name</td> <td style="width: 40%;">(1)</td> <td style="width: 45%;">(2)</td> </tr> <tr> <td>Department/ Title</td> <td></td> <td></td> </tr> <tr> <td>Tel No:</td> <td></td> <td></td> </tr> <tr> <td>Email:</td> <td></td> <td></td> </tr> </table> <p>C) Reserves (if any)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Name</td> <td style="width: 40%;">(1)</td> <td style="width: 45%;">(2)</td> </tr> <tr> <td>Department/ Title</td> <td></td> <td></td> </tr> <tr> <td>Tel No:</td> <td></td> <td></td> </tr> <tr> <td>Email:</td> <td></td> <td></td> </tr> </table> <p>1. Department must have sought the agreement of proposed examiners before submission of nomination form 2. I confirm that the proposed examiners have no conflict of interests.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Name & Signature _____ Date</p>		Name	(1)	(2)	Department/ Title			Tel No:			Email:			Name	(1)	(2)	Department/ Title			Tel No:			Email:		
Name	(1)	(2)																							
Department/ Title																									
Tel No:																									
Email:																									
Name	(1)	(2)																							
Department/ Title																									
Tel No:																									
Email:																									

PART 2 - TO BE COMPLETED BY VICE-DEAN RESEARCH

Comments (if any):	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
_____	_____
Name & Signature	Date

Notes:

1. Supervisor should inform the Head of Department when the candidate is ready for the qualifying examination. The examination should be carried out **latest at the end of 18 months** of the candidature.
2. Head of Department should submit proposed examiners to Vice Dean Research for approval, through Dean's Office **at least two month** before student is expected to present his protocol so as to avoid delay in the examination process.
3. Number of examiners required:
At least 3 examiners (Vice Dean Research or representative, and 2 members in the related field of research)
4. Examiners would be notified by the Dean's Office upon approval by the Vice Dean Research.
5. Supervisor is not eligible to be examiner.
6. To ensure total impartiality in the examination of the thesis, the **proposed examiners should have no conflict of interests**. For example, a proposed examiner should not be the candidate's research collaborator or co-author of publications.

Updated: May 07