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**Sent by email to [kevin.fairbrother@bhamcommunity.nhs.uk](mailto:kevin.fairbrother@bhamcommunity.nhs.uk) 01 June 2017**

Dear Dr Fairbrother,

**Re: Institutional Response: External Examiner Report 2016 – 2017**

I am writing further to the receipt of your External Examiner's Report for the PG Dip/MSc in Conscious Sedation in Dentistry.

In accordance with our standard practice, a copy of the Report is being forwarded to the School concerned, who will use its contents to help inform its Annual Review and Enhancement process. The University is pleased to note your positive comments, including:

- 1. your positive indications regarding the programme structure, academic standards and assessment process;**
- 2. programme offers a good mix of didactic and practical exposure;**
- 3. exemplary programme organisation and engagement with External Examiner on all aspects of assessment;**
- 4. excellent use of information technology for students and the External Examiner.**

Your Report does not appear to raise any specific issues that require a more detailed response. Accordingly, the School has not been asked to respond formally to the Report.

I hope that you will find this response satisfactory and we thank you for your continued support of the programme.

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As this is your final year as External Examiner, we would like to thank you for your service and we are most grateful for your valuable input into this process.

In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on the University website and will be available publically.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,



Mr Simon Wright  
Academic Registrar