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Sent by email to Professor Dominic Campopiano

27 March 2019

Dear Professor Campopiano,

Re: Institutional Response: External Examiner Annual Report 2017/18

I am writing further to the receipt of your report for MSc in Biological Chemistry.

Your report has been considered by the School and is the basis of this Institutional Response on behalf of the Vice-Chancellor. The School will also use its contents to help inform their [Annual Review and Enhancement](#) process and where appropriate, [Periodic Review](#).

Issues highlighted in your report:

1. **Year on Year Comments:** Support for non-UK students.
2. **Year on Year Comments:** Review required entrance qualifications in light of module failure rate.
3. **Year on Year Comments:** There was a large mark increase between a student's first attempt, and their resit. As the resit mark will be capped, it is suggested that the School consider what changed between these two exams.
4. **Preparation for the role of External Examiner:** The School should adopt a standard pro forma/template for model answers.

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Response provided by the School:

1. **Year on Year Comments:** This issue has been noted for and efforts have been made to integrate students from a variety of backgrounds more carefully this year.
2. **Year on Year Comments:** We will review our entrance requirements for this programme. The school are guided by the central Admissions Team as to the qualification equivalencies of overseas degrees.
3. **Year on Year Comments:** For overseas students the biggest difference is in English comprehension which improves during the course of the year.
4. **Preparation for the role of External Examiner:** The School has a new Director of Teaching who will review this issue and circulate guidelines to standardise the format of the model answers. The red/black text recommended by the external examiner is the likely format.

The University is pleased to note your positive comments including:

1. Your positive indications regarding the programme structure, academic standards and assessment process.
2. The content of the course is impressive – students are taught advanced material.
3. The exam questions and model answers were received in good time.
4. The “home” students gave very good feedback of the courses and material.

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

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's [Public Information website](#) and will be available to all students and staff.

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

Yours sincerely,



Mr Simon Wright
Academic Registrar