

## **6.2 Criteria for the appointment of examiners**

- 6.2.1 The quality and standing of examiners are paramount. All examiners must meet the following general criteria:
- (a) Appropriate research qualification, namely a Master's degree in the case of the examination of a research paper, mini-dissertation or a dissertation, or a doctoral degree for the examination of a thesis
  - (b) Experience in postgraduate supervision
  - (c) Research experience, with a publication record
  - (d) Competence in the area of the work submitted for examination
- 6.2.2 A supervisor and co-supervisor may act as an examiner for a research paper, but may not act as an examiner for a mini-dissertation, dissertation or thesis.
- 6.2.3 An employee or research fellow of the University may act as an examiner for a research paper or a mini-dissertation, but not for a dissertation or a thesis.
- 6.2.4 Former employees (other than those who are research fellows or who are similarly connected to the University) may be appointed as examiners provided that they have served a three-year cooling off period between the date of departure from the University and the date of appointment by the Higher Degrees Committee.
- 6.2.5 Should there not be a suitable internal examiner, an additional external examiner may be appointed instead.
- 6.2.6 Office bearers of the Institution and Professors Emeriti shall not serve as examiners.
- 6.2.7 Internal examiners and/or examiners who are not from academic institutions may be appointed where specific expertise is required, provided that they are in possession of an appropriate academic qualification and have demonstrated competence in the area of the work submitted for examination. (Supervision and research experience, and a publication record, will be preferable, but not necessary requirements in such instances).
- 6.2.8 Best practice requires that examiners should be diverse in terms of academic institutional and social backgrounds, and that examiners be rotated regularly. Accordingly:
- (a) Diversity in terms of gender, institutions at which examiners are employed or have obtained their postgraduate qualifications, country and country of origin must be borne in mind when examiners are appointed

- (b) The use of examiners who hail from intimate personal and/or culturally or narrowly-defined networks should preferably be avoided, or at least restricted
- (c) A candidate should not be examined by persons from the same institution, department or faculty
- (d) The same coursework examiner and examiners of research papers and mini-dissertations should be used for no more than three consecutive years in a department and should again be used only after a break of two years; alternatively, an examiner should not serve for more than three years in a five-year cycle
- (e) Examiners should not examine more than two manuscripts in any one year
- (f) Examiners should not be used in combination for more than one dissertation and/or thesis examination
- (g) Examiners should not be used for more than two consecutive years

### **6.3 Honours and Coursework Master's**

The Higher Degrees Committee of Senate, on the recommendation of the Faculty Board, appoints:

- 6.3.1 One internal examiner (who may or may not be the person who presented the module) and one external examiner/moderator for each module comprising the coursework component of the programme.
- 6.3.2 For the examination of a research paper or mini-dissertation, an internal examiner other than the supervisor and one external examiner/moderator and, preferably, one alternate external examiner/moderator

### **6.4 Research Master's**

The Higher Degrees Committee of Senate, on the recommendation of the Faculty Board, appoints two external examiners and one alternate external examiner for the examination of a dissertation.

### **6.5 Doctoral Theses**

- 6.5.1 The Higher Degrees Committee of Senate, on the recommendation of the Faculty Board, appoints three external examiners and one alternate external examiner for the examination of a thesis.
- 6.5.2 At least two of the examiners must be based at institutions outside of the borders of South Africa. This rule may be deviated from in exceptional circumstances, on (a) proof that there is no suitable international examiner in respect of the research topic and (b) showing what attempt has been made to find suitable international examiners.