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# GS11 - APPOINTMENT AS EXTERNAL EXAMINER – ACCEPTANCE FORM 2023-2026

**SECTION A – to be completed by the External Examiner**

**The completed form, signed and dated, should be emailed to the Graduate School at TUS Midwest:** [**graduatestudies@tus.ie**](mailto:graduatestudies@tus.ie) **or TUS Midlands:** [**gsr@tus.ie**](mailto:grs@tus.ie)

**All personal information gathered will be processed in accordance with TUS privacy statements**.

**This form should be completed by the External Examiner.**

**For more information, please see part 8 especially part 8.1.1 of the TUS Postgraduate Research Regulations 2023-2026**

|  |  |  |
| --- | --- | --- |
| Full name (including title) |  | |
| Highest Academic/Professional Qualifications |  | |
| Job Title |  | |
| Work Address (including name of institution) | Work address | Home Address |
| Which address is preferable for correspondence? |  | |
| Mobile Number |  | |
| Email Address |  | |
| PPS Number (Irish residents Only) |  | |
| Name and Address of Bank |  | |
| BIC |  | |
| IBAN |  | |

|  |  |
| --- | --- |
| Please state the name of the student you are the external examiner for |  |
| Award Sought |  |
| Faculty and Department |  |

**SECTION B –** **Verification and Signature**

I accept the nomination as External Examiner at TUS in accordance with the procedures, duties and responsibilities laid down in the letter of offer dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

from TUS and regulations contained within the documents TUS Postgraduate Research Regulations 2023-2026

I am unable to accept the nomination as External Examiner as detailed in the letter dated

\_\_\_\_\_\_\_\_ from TUS 

The payment will be €150 for appointment for examination of a master's thesis and €250 for a PhD. Travel expenses and subsistence will be paid at the current Irish Civil Service rate. All fees, plus expenses, will only be paid on receipt of the External Examiner’s Report.

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| --- | --- |
| Signed:  External Examiner |  |
|  |  |
| Date |  |