

FEES PAYABLE TO EXTERNAL EXAMINERS FOR FIRST DEGREES AND TAUGHT POSTGRADUATE PROGRAMMES

1. With the exception of the degrees of MBChB and BSc Med Sci (see 4 below) and sixth century courses (see 5 below), the funds made available to Heads of School for external examiners' fees are calculated on the basis of a flat fee related to the range of courses being examined plus a capitation element based on the full-time equivalent (FTE) number of students being assessed. **Where there is more than one external examiner, the Head of the School is responsible for deciding how the total fee payable should be divided.**
2. For a discipline in which courses are offered at each level from first year up to and including a single honours degree programme, the total flat fee available to schools is currently £225. For disciplines in which a more restricted range of courses is available (eg joint honours only, or no level 1 course) fees are assessed *pro rata*.
3. The total capitation fees available to schools for payments to examiners are as follows:

For final year honours students	£9 per FTE
For other students taking courses which carry professional accreditation (Accountancy, Education, Engineering, Land Economy, Law)	£6 per FTE
For all other students	£3 per FTE
4. The fees payable to medical examiners are as follows:

MBChB (Phases I to IV) Years 1–5	A total of £8512 to be split between examiners
BSc Med Sci	£30 + £9 per student
5. For sixth century courses, examiners are paid a flat fee of £200 per course.
6. With the exception of 7 below, the fee payable for taught postgraduate courses is £45 per programme plus £15 per FTE certificate/diploma candidate or £25 per FTE master's candidate.
7. The fees payable to examiners for INSET (ATQ) courses, professional and post-experience courses in Pastoral Studies and Legal Practice is aggregated with that made for undergraduate courses under 2 and 3 above. The capitation fee per FTE student is £6 for courses in Legal Practice; £3 for courses in other disciplines.
8. Payment of fees is made in one sum following the examination diet and after receipt of a completed external examiners' annual report form.
8. Payment of expenses is made as incurred upon presentation of a claim, accompanied by receipts, on the appropriate form.