



## ACLT External Report

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Please email your completed report to [aclt@lawcabs.ac.uk](mailto:aclt@lawcabs.ac.uk).

### Disclosure of the Report

ACL Training will regard this report as confidential but it will be made available to various internal committees and groups and appropriate statutory and professional bodies. Copies of this report will also be made available to students through the approved mechanism and to members of the public under the Freedom of Information Act.

Please ensure that your report does not name or otherwise identify any individuals (either staff or students) on the courses and/or modules.

Name of External Examiner	
External Examiner's home institution (or other affiliation)	
Title of course(s) and modules examined	
Name of Collaborative partner (where applicable)	

### Part A

	Yes	No	N/A
Were you adequately informed of your duties and rights as an external examiner?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Course materials			
On your appointment did you receive			
Course handbook(s)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Course regulations (these may be included in the course handbook)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Module descriptions (these may be included in the course handbook)?		
Coursework/continuously assessed work		
Did you receive assessment briefs and marking criteria?		
Was sufficient coursework made available to you for assessment? Was the general standard and consistency of marking appropriate?		

Part B

<u>Summary of general comments (including areas of good practice):</u>          
<u>Points for Action:</u>          
<u>Recommendations:</u>          

Part C (Please tick one of the following)

The standards set for the award(s) or subject area(s) above were appropriate. The CLSB programme outcomes have been appropriately assessed. The processes for assessment, examination and the determination of awards were sound and fairly conducted. All grades approved.

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Any recommendations made are for the purposes of enhancement to the course and its assessment.

The standards set for the award(s) or subject area(s) above were appropriate. The processes for assessment, examination and the determination of awards were sound and fairly conducted. All grades approved BUT action needs to be taken immediately.

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However, there are some risks to the future assurance of the course and its assessment, as outlined in my recommendations.

There are immediate concerns or risks relating to the standards set for the awards or subject areas above and/or the processes for assessment, examination and the determination of awards. The grades are not approved.

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These require immediate action on behalf of ACLT to prevent reoccurrence in the next set of examinations.

Signed:

Date: