**THE EDUCATION UNIVERSITY OF HONG KONG**

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| **Nomination of External Examiner for** **Master of Education Programme** |

1. ***Nominee:***
2. ***Background:***
   1. ***Current Position***
   2. ***Academic Qualifications***
3. ***Research Interests (if applicable):***
4. ***Teaching Areas (if applicable):***
5. ***Declaration of relationship with the Programme Team over the previous 3 years:***
6. ***Relevant Information (e.g. Tel, Fax, Email):***
7. ***Website about the Nominee (if applicable):***
8. ***Attach a Copy of the Most Updated Full CV of the Nominee:***
9. ***Any foreseeable conflict of interest:***

**Criteria for External Examiners**

EEs should be internationally recognized as an authority in a field relevant to the programme to be examined and be of the rank of Professor, Associate Professor or equivalent. They should normally be currently employed at university level institutions deemed to be of at least equivalent status to EdUHK. Recently retired and emeritus professors who are research active in Research Assessment Exercise (RAE) terms, may also be considered for appointment. EEs of a senior professorial rank (or equivalent) are generally preferred and are required for a review of an entire curriculum or a specialism across different programmes.

All nominated EEs should:

* not have been a member of staff at the University during the previous three years;
* not have had any formal relationship with any members of the Programme Team over the previous three years [e.g. an honorary professor at EdUHK; EE to programmes within a participating faculty; visiting scholar for a period of more than two weeks; shared authorship of publications/engaged in joint research with EdUHK staff]; and
* not have any other conflict of interest in relation to the programme and/or the University.