

External Examiners Induction Event

Tuesday 9 September 2025, 2pm to 4pm

This event will be held virtually via Zoom video conferencing

[Join Zoom Meeting](#)

ID: 91018923763

Passcode: 047251

Agenda

1. Welcome and Introductions

Presenters: Steve King, Chair of the Standing Committee on Assessment
Aimee Yeoman, Secretary of the Standing Committee on Assessment
Rebecca Millan, Administrator, S&AS

Chair to lead attendees with brief introductions.

2. The Role and Responsibility of an External Examiner at the University of York

Presenter: Steve King

For reference: [Policy on assessment, examiners, marking and feedback 2024/25](#)

3. [Board of Examiners Scenarios](#)

Presenter: Steve King

4. Break

5. York's Progression and Award Rules

Presenter: Steve King

6. External Examiner Annual Reports

Presenter: Aimee Yeoman

Guidance documents for writing reports will be circulated at a later date.

7. Payments to External Examiners

Presenter: Rebecca Millan

For reference: [External Examiners Expenses and Claim Form](#)

8. Question Time

Presenter: Steve King

9. Evaluation

We would greatly appreciate your feedback on this event to help us improve our delivery at future events. Would you please take a few minutes to complete this evaluation form.

10. Contact Details

Email address: examiners@york.ac.uk

Website: [External Examiners](#)