



AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS

DISPOSITION AND NUMBER OF EXAMINERS POLICY

All examiners are appointed by the Chief Examiner. The CEC provides a list of examiners in each subject to the College. In the absence of a CEC recommendation, examiners will be chosen by the Chief examiner.

Each candidate will be examined by a team of two or three examiners. In any one year, the same number of examiners will examine all candidates within a subject.

One examiner in each subject is the Head Subject examiner. The Head Subject Examiner is responsible for assembling the examination, collating marks and providing advice on the examination to the Chief Examiner.

An attempt should be made to ensure that at least one examiner in each subject has had previous experience at examining for the College.

Chapters can increase the number of examiners used for each candidate, at their own expense and with prior approval of the Chief Examiner, but should generally use the same number from year to year.

Each team of two or three examiners will not normally be asked to examine more than ten Membership (for subjects with a separate practical) or twelve Membership (for subjects without a separate practical examination) or three Fellowship candidates.

When these thresholds are exceeded, the CEC will normally be asked to appoint another team of examiners, at the discretion of the Chief Examiner. The additional examiner(s) will be funded by the College.

Chapters may elect to bring in additional teams of examiners with candidature under these thresholds, at their own expense and with the prior approval of the Chief Examiner.

In subjects with a large number of candidates each team will be led by a Senior Examiner who is responsible for collating marks and comments for the Examiner Report which is handed to the Observer after each oral examination. The Senior Examiner reports to the Head Subject Examiner. The Senior Examiner is appointed by the College Office and is the most experienced examiner in the team.

A candidate may be examined by different examiners for written, practical and oral components of examinations. Each component of the examination will only be marked by the allocated examiners. The allocation of examiners will only be changed in exceptional circumstances, with the approval of the Chief Examiner.

All examiners involved in the assessment of any one or more components (written, practical or oral) of an examination must have been involved in the construction of that component/s of the examination (or its checking and revision if held over as an unused examination from a previous year).

For all written, practical and oral components of the examination there must always be a minimum of two examiners involved in the assessment but more examiners may be involved in the construction of the examination.

The number of examiners used to assess the written examinations should be the same or greater than the number used to assess the oral or practical examinations

The Head Subject Examiner must lead the design of all examination components and be involved in assessment of all components of the examination.

Exceptions can be made by the Chief Examiner in extenuating circumstances such as significant illness.