**NON-ASSESSING CHAIR’S SUMMARY REPORT FORM:**

**MASTER’S MINOR DISSERTATION**

A logo of a university

Description automatically generated

**TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DEPARTMENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FROM: Name of SFO/FO**

**DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Non-Assessing Chair’s DUTIES**

Dear Colleague,

Copies of the assessors’ reports are attached for your attention.

Please complete the NAC report form for this candidate’s minor dissertation.

Please also attach a summary report in which you highlight the salient findings contained in the individual assessors’ reports.

**Please return this report to the undersigned within seven (7) days.**

Thank you for your cooperation.

**Name of SFO/FO**

**Dean’s Office**

**Faculty of Humanities**

**STUDENT AND MINOR DISSERTATION Details**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **STUDENT’S SURNAME:** |  | | | | | | | | |
| **STUDENT’S INITIALS** |  | | | | | | | | |
| **STUDENT NUMBER:** |  |  |  |  |  |  |  |  |  |
| **DEGREE:** |  | | | | | | | | |
| **DISCIPLINE:** |  | | | | | | | | |
| **TITLE OF MINOR  DISSERTATION:** |  | | | | | | | | |
| **DATE OF FIRST REGISTRATION FOR THIS DEGREE:** |  | | | | | | | | |
| **SUPERVISOR:** |  | | | | | | | | |
| **CO-SUPERVISOR:**  **(If applicable)** |  | | | | | | | | |

**Assessors’ DETAILS**

|  |  |  |
| --- | --- | --- |
| **Name** | | **Affiliation** |
| **1** |  |  |
| **2** |  |  |

**1.**

**ASSESSMENT RESULTS FOR MINOR DISSERTATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **RECOMMENDATION** | | | |
| **Assessor** | **Approved**  **(50-74%)** | **Approved with distinction**  **(75 / 75+%)** | **Resubmission** | **Rejected** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |

**(Please fill in the percentage awarded by each assessor in the appropriate box.)**

**CALCULATION OF MARK FOR MINOR DISSERTATION**

1st Assessor’s mark %

2nd Assessor‘s mark %

**Average of Assessors’ marks %**

**(Do not round off the average mark at this stage. Retain calculation to first decimal.)**

**2.**

**ASSESSMENT RESULTS FOR COURSEWORK PAPERS**

|  |  |
| --- | --- |
|  | |
| **AVERAGE MARK FOR COURSEWORK PAPERS**  **(Do not round off the average mark at this stage. Retain calculation to first decimal.)** | **%** |

**3.**

**FINAL ASSESSMENT RESULTS FOR THE DEGREE**

**Final mark awarded for the degree – usually 50% for the minor dissertation and 50% for the coursework papers unless specified differently.**

|  |  |
| --- | --- |
| Average percentage for the minor dissertation |  |
| Average percentage for the coursework papers |  |
| **Final overall percentage recommended by the non-assessing chair**  **(rounded off to the nearest percentage.)** |  |

**4.**

**NON-ASSESSING CHAIR’S SUMMARY NARRATIVE REPORT**

**The Non-Assessing Chair’s summary narrative report highlighting the salient findings of the individual assessors must be attached to this form and returned to the faculty office.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## (Signature) Date

**Non-Assessing Chair**