**postgraduate RESEARCH ORAL examination**

**EXTERNAL EXAMINER FEE CLAIM**

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| --- | --- |
| **Claimant Contact Details** | |
| Name |  |
| Address, incl. Postcode |  |
| Email |  |

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| **Claimant Bank Details** | |
| Bank & Branch name |  |
| Sort Code |  |
| Account Number |  |
| Account Name |  |

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| **Fee claim relating to the examination of a thesis submitted for a postgraduate research degree** | |
| Student name |  |
| Degree, i.e. MRes/PhD |  |
| Viva Examination Date |  |
| Viva Examination Location |  |

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| **Claim Details** | | |
|  | **£** | **P** |
| Examiner Fee | **200** | **00** |

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| **Signed:** |  | **Date:** |  |

**Method of Payment**

UHI can pay by BACS for the speed and convenience of creditors. If you supply bank details overleaf you will be paid by this method - if you have previously provided us with these details, they will be held on our system and do not need to be repeated. Alternatively, a cheque will be sent to you at the address provided on ‘claimant contact details’.

**PLEASE SUBMIT TO:** [UHI Dropbox](mailto:UHI%20Dropbox) secure facility, using [gradresearch@uhi.ac.uk](mailto:gradresearch@uhi.ac.uk) for the email address when prompted.

Alternatively, please email: [gradresearch@uhi.ac.uk](mailto:gradresearch@uhi.ac.uk) or post to: Graduate School, University of the Highlands and Islands, Bryden Lodge, Ness Walk, Inverness IV3 5SQ.

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| *For office use only:* Attendance confirmed |  |
| Academic Session |  |
| Budget Code | 1-602-RA589-4130 |
| Date |  |