



18 December 2020

Dear External Examiner,

Re: External Examiners overseeing standards in the 2020/21 academic session

I am writing to thank you for undertaking External Examiner duties at the University of Sussex in the 2020/21 academic session. We really value the commitment of our External Examiners, which enables us to ensure we are delivering to the highest academic standards. I would like to thank those of you who undertook External Examiner duties at the University of Sussex in the 2019/20 academic session and to welcome External Examiners who are new to the University in 2020/21. I thank you all in advance for your contribution to the quality assurance of our course portfolio.

Examination and Assessment Regulations

The Examination and Assessment Regulations were reviewed and have been published for 2020/21. Comments provided by External Examiners and Progression and Award Board (PAB) Chairs are taken into consideration as part of the review. There are no major changes to the content of the regulations for 2020/21. You can access the regulations and a summary of the minor changes made for 2020/21 on our webpages (please see 'Useful documents' below).

Induction for External Examiners

You will soon be sent a separate invitation to the External Examiner Induction, which will take place on Wednesday, 10th February 2021. This induction session includes a centrally organised meeting with myself in the morning and an opportunity in the afternoon to meet with school faculty and students.

Electronic Submissions

The University of Sussex online system enables electronic submission of work by students and electronic marking and feedback by academic staff. It is used for all suitable text-based assessments. Where an assessment has been set in text

