DURHAM UNIVERSITY Academic Office

SECTION 6 APPENDIX (A6.03) INVIGILATOR'S REPORT FORM



INVIGILATORS REPORT FORM

THIS FORM SHOULD BE COMPLETED BY THE INVIGILATOR(S) AND HANDED TO THE REGISTRAR'S REPRESENTATIVE AT THE EXAMINATION CENTRE WHEN HANDING IN COMPLETED EXAMINATION SCRIPTS					
SECTION 1 - PLEASE ENSURE THAT THE MEMBER OF STAFF NOMINATED BY THEIR DEPARTMENT TO BE PRESENT FOR THE FIRST 20 MINUTES OF AN EXAMINATION SHOULD SIGN BELOW BEFORE LEAVING THE EXAMINATION VENUE					
IAME (please print):		SIGNATURE:			
SECTION 2 - ABSENTEES					
Name	Student I.D. Number		College		

Please Turn Over

SECTION 3 - ADDITIONAL STUDENTS (Students not on attendance lists)				
Name	Student I.D. Number	College		
SECTION 4 – STUDENTS REMOVED FROM THE EXAMINATION VENUE OWING TO ILLNESS				
Name	Student I.D. Number	College		
SECTION 5 - MISPRINTS OR AMBIGUITIES IN EXAMINATION PAPERS				
SECTION 6 - IRREGULARITIES				

Signature of Invigilator(s):/