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### Subject: University of Nizwa Pharmacy Professional Examination

The next Pharmacy Professional Examination (PPE) will be held from 16/04/17 to 20/04/17, we are pleased to invite Associate Professor Dr. Zainol Akbar Zainal (Deputy Dean - Academic Affairs) and Mdm. Aslinda Jamil (Head of Department of Community and Pharmacy Practice) as External Examiners for the PPE. The schedule of the PPE is as follows:

Date	Examination	Programs
16/04/17	Theory Paper	B. Pharm & D. Pharm
17/04/17	OSCE	B. Pharm
18/04/17	OSCE	D. Pharm
19/04/17	ORAL	B. Pharm & D. Pharm
20/04/17	Announcement of PPE Results	

### The Terms of Reference of an External Examiner

1. The primary roles of the External Examiner are to assist the UON School of Pharmacy (SOP) in ensuring that the:
  - a) Professional examination conducted by the school meets international standards;
  - b) Assessment is valid and the procedures for the examination and determination of successful candidates (passers) are sound, and are conducted fairly and reliably.
2. The External Examiner will:
  - a) Ensure the examination questions are of the standard required for the degrees/programs;
  - b) Review model answers proposed;
  - c) Conduct and administer the professional examination with the assistance of invigilators selected from members of the pharmacy faculty;
  - d) Check examination papers and ensure that they have been consistently marked in accordance with the model answers;
  - e) Submit a detailed report of the examination directly to the Dean of the College of Pharmacy and Nursing.

3. In addition, the External Examiner whenever required is to:
- Propose improvements in the preparation of examination questions and in the conduct of the examination;
  - Attend meetings of the School of Pharmacy and the PPE Committee.
4. The External Examiner shall ensure that all communications in relation to the professional examinations are secure and confidential.
5. Compensations for an external examiner include the following costs:
- Economy Class Airfare (as required)
  - Accommodation (as required)
  - Examiner's fee (OR100/day)
6. An External Examiner is a member of the Board of Examiners.

#### **Board of Examiners Pharmacy Professional Examination**

The Board of Examiners for Pharmacy Professional Examination is composed of the following:

Dean, College of Pharmacy and Nursing (Chairperson)  
Associate Dean, School of Pharmacy  
Associate Dean, School of Nursing  
External Examiners x 2  
Assistant Dean (Research/Training), College of Pharmacy and Nursing

#### **Terms of Reference:**

- Moderate the results of the Pharmacy Professional Examination
- Endorse the results of the Pharmacy Professional Examination

We would be grateful for your kind approval. We hope to hear a favorable reply from you soon.

Thank you.

Sincerely,

*Nafsiyah Binti Shamsudin*

Professor Dr. Nafsiyah Binti Shamsudin  
Dean, College of Pharmacy and Nursing



c.c. T.H. Professor Dr. Ahmed Khalfan Al Rawahi  
Chancellor, University of Nizwa