****

**[DATE]**

Dear **[EXAMINER NAME]**

Please find enclosed the formal response to your [**Insert Academic Year]** report, which was discussed with the Quality Assurance & Enhancement team (and the Regulations, Assessment & Student Casework team *[PAB* *EEs only]*).

Yours sincerely

**[SIGNED BY HEAD OF QAE/RASC]**



Enc.

## Response to External Examiner Report

|  |  |
| --- | --- |
| **Name of External Examiner** |  |
| **Academic Year** |  |

Thank you for your comments to which we include responses below:

|  |  |  |
| --- | --- | --- |
| **Question Number** | **Point(s) raised** | **Response** |
|  |  |  |