

**Response to External Examiner’s Report [YYYY-YY] [Programme Title] [Name of External Examiner]**

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| **Introductory Remarks** |

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| **Comments on strengths/areas of good practice identified** |

**Consideration of recommendations within the report**

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| **Issue** | **Response (including actions and timescales for completion)** |
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| **Concluding Remarks** |

[Name of Programme Leader]

[Date of Response]