

Guidelines for Remuneration of External Examiners, Faculty of Social Science, at Nord University

Guidelines established by dean's decision 19/00720 dated 21.02.2019, based on principal decision 12.12.2018. This version apply for contracts that are agreed and written from the 19.04.2024.

1. Salary grade placement

Remuneration of external assessment is determined based on rates from the Norwegian State Salary Scale Table C (gross income 37.5 hours per week); the following are the standard salary grades:

- Competence level up to and including assistant professor: salary grade 64
- Competence level position I, associate professor: salary grade 71
- Competence level position II/professor: Salary grade 80

Any claim for pay extending beyond the given salary grades must be documented in the form of a pay slip and must be agreed upon prior to commencing the assessment task. Salary terms will not be changed once the contract is signed.

External examiners from positions outside the university and college sector are placed in salary grade 64. Position I and full professor competence are remunerated in accordance with the respective rates for these. Higher remuneration may be offered external examiners in special cases.

1.1 Remuneration / Payment

The agreement with the external examiner is entered into under the terms pursuant to the Norwegian National Insurance Act and the Public Administration Act and is remunerated. Remuneration is calculated based on the aforementioned rates, as well as on weighting of the number of hours worked. An external examiner is a contractor, and therefore no holiday pay nor statutory payments to the Norwegian Public Service pension fund are included for these assignments. In addition, remuneration for external assessment may not be paid in the form of entrepreneurial income/to company.

2. Calculation of remuneration for assessment

2.1 Basic Fee

All externally appointed examiners are awarded a basic fee of 4 hours, with the exception of examiners assessing master's and bachelor's theses. The basic fee covers the examiner's work as assignment consultant, exam preparations, preparations for digital assessment, writing of reports etc. The basic fee is awarded for each individual appointment and is paid irrespective of the number of candidates.

2.2 Written exam with supervision (school exam)

The number of hours for assessment of written exams with letter grades is calculated according to the following rates:

Rate	Duration of examination	Hours per exam answer
1	up to and including 4 hours	0,6
2	5 – up including 6 hours	1,0
3	7 hours or more	1,2

2.3 Passed/Not passed

If the grade passed/not passed is used, 2/3 of the calculated time is remunerated. This applies to all types of exams.

2.4 Home examinations

Home examination has following rates:

Number of days/hours	Individual exam	Group work
1 - 4 hours	0,6 hours	0,8 hours
5 - 6 hours	0,8 hours	1,0 hours
7 - 23 hours	1,0 hours	1,2 hours
1 - 5 days	1,2 hours	1,4 hours
6 - 7 days	1,4 hours	1,6 hours
8 days or more	1,8 hours	2,0 hours

2.5 Master's theses

Number of credits	One student per thesis *	Two or more students per thesis *
up to and including 30 credits	9,0 hours	13,0 hours
up to and including 50 credits	11,0 hours	15,0 hours
60 credits or more	12,0 hours	16,0 hours

* Rates are based on covering the entire scope of work, and therefore no basic fee is awarded

2.6 Bachelor's theses

Number of credits	One student per thesis *	Two or more students per thesis *
up to and including 10 credits	2,0	3,0
up to and including 15 credits	2,5	3,5
20 credits or more	3,0	4,0

* Rates are based on covering the entire scope of work, and therefore no basic fee is awarded

2.7 Other written assignments

Number of credits	One student per assignment*	Two or more students per thesis *
up to and including 5 credits	0,5 hours	0,8 hours
up to and including 10 credits	1,0 hours	1,5 hours
up to and including 15 credits	1,5 hours	2,0 hours
up to and including 20 credits**	2,0 hours	3,0 hours
up to and including 30 credits**	3,0 hours	4,0 hours
up to and including 60 credits**	4,0 hours	5,0 hours

*For partial exams, the number of hours is reduced in accordance with the weighting of each part.

2.8 Portfolio assessment/examination

For portfolio assessment the remunerates are 0.5 hour each assignment in the portfolio.

2.9 Practical/Performance-based examinations

A practical/performance-based exam is an exam without an accompanying written assignment. A practical/performance-based exam is remunerated according to the actual time spent at the exam site. In addition, the basic fee of 4 hours is awarded.

2.10 Oral examination

Oral exams are remunerated with 0,75 hour per candidate

2.10.1 Master's theses

Ordinary oral examination as a part of the work of grading master's theses is remunerated with 1 hour, and this also includes any need for special preparations for the exam. If oral examinations are conducted in other ways, such as by trial lecture, remuneration is awarded based on the actual time spent on the exam site.

2.11 Complaint censorship

Complaint censorship is remunerated with the basic fee of 4 hours. In addition, remuneration will include the regular fee for assessing the answer papers that have been appealed.

In case of third party appeals, external examiners are remunerated on the number of answers complaint, new ground fee is not given. For payment you have to send in a payment form to fsvokonomi@nord.no. The payment form you find as a link in a mail from the faculty

3.Ph.d

Remuneration for ph.d subject, the fee is multiply the rate og the current form of assessment.

4. Grounds

External censor remunerats with 0,5 hour for each ground given, for gronds on master thesis the rate is multiplyed. For payment you have to send paymentform to fsvokonomi@nord.no

5.Travel expense account

External examiners who must travel to the exam site in conjunction with examination tasks will be reimbursed at government rates for their travel expenses. Travel agency which Nord University has an agreement with must always be used in connection with travel and stay associated with the sensor assignement. Travel expenses must be sendt to fsvokonomi@nord.no.