

**EVALUATION FORM**  
Evaluation by Branch following an Examination Visit

Branch / centre: .....

Date of Examination: ..... Unit (s) examined: .....

Names of Examiners: (1) .....

(2) .....

Name of person completing form: .....

Position (e.g. Branch Secretary): .....

**NOTES FOR THE PERSON COMPLETING THE FORM:**

- The aim of this form is to give the opportunity to provide feedback to the RSCDS on the examination process. This information will assist in the evaluation of the effectiveness of that process.
- When completing this form, please circle the appropriate response to each question.

1. Do you consider that effective communication and a professional relationship were maintained prior to and during the visit?

Yes

No

2. Were you satisfied that any requests made by you either prior to or during the visit were answered promptly?

Yes

No

N/A

3. Were you satisfied that the information provided on the examination process was accurate, complete and current?

Yes

No

4. If applicable, were you accurately and promptly informed of any departure from RSCDS requirements?

Yes

No

N/A

5. Was the discussion of the examiners with the tutor, when reaching their decisions, satisfactorily completed?

Yes

No

If appropriate, please provide on the page overleaf any additional comment on the examination conducted at your Branch/centre. Then, please return the form to the Examination Officer at [examhelp@rscds.org](mailto:examhelp@rscds.org)

**Additional Comment:**

**Name of person completing the form:** .....

**Date:** .....

**Thank you for taking the time to complete this form. Please return it to:**

**Examinations Officer  
The Royal Scottish Country Dance Society  
12 Coates Crescent,  
EDINBURGH  
EH3 7AF  
Email – [examhelp@rscds.org](mailto:examhelp@rscds.org)**