



Identification of Supervisory Committee For Graduate Students

Who can serve on my committee?

Normally committee members will be academics who have earned a PhD in a relevant discipline. They should have a record of scholarly work (as defined in the Collective Agreement between the faculty union and the university). Committee members should be either a full-time faculty member or Professor Emeritus at Saint Mary's. Individuals appointed as Adjunct Faculty may also serve.

Students should also check with their program coordinator—some programs have more detailed requirements.

Does the Supervisor need any particular qualifications?

Yes. The Supervisor should:

- hold an earned PhD in a relevant discipline;
- have a demonstrable record of scholarly work, both past and present, as defined by the Collective Agreement between Saint Mary's University and Saint Mary's University Faculty Union, relevant to the Graduate Program;
- be able to provide evidence of having supervised (or co-supervised) thesis research at the appropriate level (e.g., at least at the Honour's level for supervision of a Master's student; at least at the Master's level for supervision of a PhD student); and,
- have been a member of a graduate student supervisory committee.

Who approves the committee?

Usually the Graduate Program Coordinator. The Dean should be consulted in the case of any dispute about the qualifications of a potential committee member.

STEP 1 - Student fill out sections 1 to 3

1. Provide your name and contact information

Student's Name _____ Student Number A _____
Email _____ Phone Number _____
Address _____

2. Graduate Program

Date Program Started _____
Thesis Title (may be tentative) _____
Proposed Courses _____

3. Student Signature

Date: _____

STEP 2 - Thesis Supervisor(s) Identification – The following agree to serve in a supervisory role for the above named student in the above named thesis.

Primary Supervisor

Name Affiliation Signature

Committee Member

Name Affiliation Signature

Committee Member

Name Affiliation Signature

Committee Member

Name Affiliation Signature

STEP 3 - Program Coordinator/Director approval

- Student has been continually registered in program and is currently registered
- The Committee is appropriate for this student
- The Committee conforms to expectations set out in the FGSR Policy on Selection of Supervisors

Name

Signature

Date

**Return form to:
Faculty of Graduate Studies and Research
fgsr@smu.ca**

FGSR USE ONLY

Approved: Yes No

Signature of Dean (FGSR) or Designate:

Date: _____