

## Approval of Thesis for Defense & External Examiner Nomination Form

**Instructions:** Complete this form and return it to the Dean of the Faculty of Graduate Studies and Research along with a PDF of the student's thesis. The student's Supervisor is asked to ensure that the nominee for External Examiner is willing to accept the task before submitting the name to the Graduate Program Coordinator. The External Examiner for a PhD thesis must be from outside the University. External Examiners for Masters' theses may be from inside the University, but must not have served in a supervisory or advisory role on the student's thesis or thesis research.

### STEP 1 - Provide information about you and your program

Student's Name \_\_\_\_\_ Program \_\_\_\_\_  
 Student # A \_\_\_\_\_ Email \_\_\_\_\_  
 Thesis \_\_\_\_\_

### STEP 2 - Provide information about the defence date and time

Date \_\_\_\_\_ Time \_\_\_\_\_

### STEP 3 - Provide information about the External Examiner being nominated

Name \_\_\_\_\_ Title \_\_\_\_\_  
 University/Organization \_\_\_\_\_ Department \_\_\_\_\_  
 Email \_\_\_\_\_ Phone # \_\_\_\_\_

It is anticipated that the External Examiner:

- i)  will attend the Thesis Defense  
 in person (travel costs and arrangements are not the responsibility of the FGSR); or  
 by conference call. Phone number to reach them at for the defense \_\_\_\_\_
- ii)  will **not** attend the Thesis Defense in person (Chair will ask questions provided by the External Examiner)

### STEP 4 - Supervisor approval

- Student has been continually registered in the program and is currently registered  
 The Examiner has been contacted informally and is will to serve in this capacity  
 The Examiner matches the criteria laid out in the FGSR policy on External Examiners

Name	Signature	Date
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### STEP 5 - Committee Confirmation

By signing below you agree that:

- 1) you have reviewed the thesis, 2) you agree that the thesis defence is appropriate at this time, and 3) you agree that the thesis is ready to be submitted to the External Examiner.

Name	Signature	Date
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Name	Signature	Date
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Name	Signature	Date
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Name	Signature	Date
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### STEP 6 – Program Coordinator Approval

By signing below you are approving the selected examiner and external examination.

Name	Signature	Date
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### STEP 7 – FGSR Approval

Name	Signature	Date
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