



Masters - External Examiner Nomination & Thesis Defence Form

Instructions: Complete this form and return it to the Assistant to the Dean of the Faculty of Graduate Studies and Research along with a PDF of the student's thesis. It is recommended that the Thesis Defence Form is submitted one month prior to the defence. This will allow adequate time both to arrange defence logistics and the External Examiner to review the thesis.

STEP 1 - Provide information about you and your program

Student's Name _____ Program _____
 Student # A _____ Email _____
 Thesis Title _____

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 # _____

STEP 4 - Provide details on the format of the defence (FGSR prefers as much in-person attendance as is feasible)

- In-Person only
- Online only
- Hybrid (both in-person and online)

STEP 5 - Supervisor approval

- Student has been continually registered in the program and is currently registered
 - You have reviewed the thesis and agree that the thesis defence is appropriate at this time
 - You agree that the thesis is ready to be submitted to the External Examiner
- In rare circumstances, a defence may be scheduled without the student obtaining supervisor approval. Students should contact the FGSR Dean's Office if they believe this situation applies to them.

Name	Signature	Date
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STEP 6 - 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 7 – Program Coordinator Approval

By signing below, you are approving the external examination of the thesis, and that all other degree requirements have been completed.

Name	Signature	Date
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STEP 8 – FGSR Approval

Name	Signature	Date
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