

When the Supervisory Committee agrees that the thesis meets the degree program standards and learner outcomes, the Supervisory Committee will complete the Oral Defence Examination Request Form and send it, along with a copy of the Committee-approved MRP/thesis/dissertation to the respective Graduate Program Coordinator. The Graduate Program Coordinator will review the Request Form and if approved will sign and send it, along with a copy of the Committee-approved MRP/thesis/dissertation, to the School of Graduate Studies at least seven (master's) or eight (PhD) working weeks before the intended Oral Defence Examination. Once the approved MRP/thesis/dissertation is sent to the School of Graduate Studies, the SGS will send the thesis to the External and Internal Examiners (if applicable) and begin the Oral Defence Examination Process (see Oral Defence Examination Regulation).

Section 1: Student Information

Student Name:	Student ID:	Degree Program:
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Degree Program Route:

☐ Major Research Paper
 ☐ Thesis
 ☐ Dissertation

Title of paper:

Section 2: Examiner Information

External Examiner Name:	Institution/Appointment:	Email:
Internal Examiner (PhD Only) Name:	Institution/Appointment:	Email:

 The MRP/thesis/dissertation has been/will be sent to the External Examiner: ☐ Yes ☐ No Date: _____

Section 3: Supervisor(s)

I have reviewed the comments of the Committee Member(s) on the following pages and:

- ☐ I recommend that this work proceed to the Examiner(s)
- ☐ I do not recommend that this work proceed to the Examiner(s) and I have provided detailed comments to the student in writing

Also,

- ☐ I recommend that this work proceed to the Oral Defence Examination
- ☐ I do not recommend that this work proceed to the Oral Defence Examination and I have provided detailed comments to the student in writing

Name:	Signature:	Date:
Name (if Co-Supervisors):	Signature:	Date:

Section 4: Summary of Advice to Student

Committee Member: _____ **Date:** _____

- ☐ In my view, this MRP/thesis/dissertation meets the learner outcomes
- ☐ The work requires minor revisions. I have provided detailed comments to the student in writing.
- ☐ The work requires major revisions. I have a provided detailed comments to the student in writing.
- ☐ In my view, the work does not meet the learner outcomes and is unacceptable. I have provided detailed comments to the student in writing.

Final Recommendation:

- ☐ I recommend that that the Oral Defence Examination process proceed.
- ☐ I do not recommend that the Oral Defence Examination process proceed at this time.

Signature: _____

Committee Member: _____ **Date:** _____

- ☐ In my view, this MRP/thesis/dissertation meets the learner outcomes
- ☐ The work requires minor revisions. I have provided detailed comments to the student in writing.
- ☐ The work requires major revisions. I have a provided detailed comments to the student in writing.
- ☐ In my view, the work does not meet the learner outcomes and is unacceptable. I have provided detailed comments to the student in writing.

Final Recommendation:

- ☐ I recommend that that the Oral Defence Examination process proceed.
- ☐ I do not recommend that the Oral Defence Examination process proceed at this time.

Signature: _____

Committee Member: _____ **Date:** _____

- ☐ In my view, this MRP/thesis/dissertation meets the learner outcomes
- ☐ The work requires minor revisions. I have provided detailed comments to the student in writing.
- ☐ The work requires major revisions. I have a provided detailed comments to the student in writing.
- ☐ In my view, the work does not meet the learner outcomes and is unacceptable. I have provided detailed comments to the student in writing.

Final Recommendation:

- ☐ I recommend that that the Oral Defence Examination process proceed.
- ☐ I do not recommend that the Oral Defence Examination process proceed at this time.

Signature: _____

Committee Member:_____ **Date:**_____

- ☐ In my view, this MRP/thesis/dissertation meets the learner outcomes
- ☐ The work requires minor revisions. I have provided detailed comments to the student in writing.
- ☐ The work requires major revisions. I have a provided detailed comments to the student in writing.
- ☐ In my view, the work does not meet the learner outcomes and is unacceptable. I have provided detailed comments to the student in writing.

Final Recommendation:

- ☐ I recommend that that the Oral Defence Examination process proceed.
- ☐ I do not recommend that the Oral Defence Examination process proceed at this time.

Signature:_____

Section 5: Acknowledgements

Graduate Program Coordinator: I have reviewed the recommendations of the Supervisory Committee and have advised the student as necessary of any implications in proceeding with the Oral Defence Examination Process.

Name:	Signature:	Date:
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Student: I acknowledge the receipt of the above comments from my Supervisory Committee regarding my MRP/thesis/dissertation. Based on this advice:

- ☐ I elect to send my MRP/thesis/dissertation in its present form to the Examiner(s).
- ☐ I do no elect to send my MRP/thesis/dissertation in its present form to the Examiner(s) and will make the revisions advised by the Supervisory Committee.

Also,

- ☐ I elect to proceed with the Oral Defence Examination process.
- ☐ I do not elect to proceed with the Oral Defence Examination Process at this time.

Name:	Signature:	Date:
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Associate Vice-President, Research, Innovation & Graduate Studies: This request has been received and reviewed by the Associate Vice-President, Research, Innovation & Graduate Studies.

Name:	Signature:	Date:
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