

QUALIFYING EXAM PROCEDURE – FOR SUPERVISORS

Thesis proposals should be submitted and defended by November 30 in the student's second year. Any proposal defences scheduled after December 31st will need to be approved by the Graduate Committee so please contact the Graduate Chair as soon as possible to request an extension.

Please advise your student to email their proposal to you, all committee members and Cathy at least 10 days prior to the qualifying exam. Once you confirm the committee members and the date/time of the exam, the following information should also be emailed to Cathy. Cathy will book the room and complete necessary forms.

Major Field:

Minor Field:

Minor Field (waived):

Proposed Thesis Title:

Date and Time of Exam:

Committee members include:

- Supervisor
- Examiner 1
- Examiner 2
- Chair – Advise Andrew and he will find the Chair