Memo

TO: All Deans
All Associate Deans of Graduate Studies
Fall Planning Working Group co-Chairs, Lori Stewart
and Heather Woermke
University Relations, Brenda Paul and Peter Jeffrey
Monica Corbett, Director of Admissions and Student
Services

FROM: Fahim Quadir, Vice-Provost and Dean
School of Graduate Studies

DATE: October 7, 2021

Re: In-person on-campus thesis defence examinations

SGS recommends the following for in-person on-campus thesis defence examinations:

• The defending student may remain unmasked and +2m away from everyone else.

• All in-person committee members should remain masked, whether speaking or not. The
maximum capacity of the room under COVID protocols should be respected. If feasible, it is
recommended that all in-person attendees sit +2m away from each other.

• All attendees must comply with university vaccination protocols and must have the SeQure
check completed (app, website, or paper form). If necessary, an attendee could use the Ontario self-
check process. The Chair should check that this has been completed for all in-person attendees.

• There should be no eating in the room during the defence. Non-alcoholic drinks may be
consumed, and attendees may remove or lower their masks briefly only when drinking.

• Any post-defence celebrations with food or drink should be held outdoors or in an
establishment where that is regulated and controlled.

• Visitors may attend only remotely.

These guidelines will be posted to the SGS website for future reference.