

Application to Conduct the PhD Examination

To be submitted to the Graduate Studies and Research Office **at least 8 weeks prior** to the proposed examination date.

Student Name	
Thesis Title	
Date that thesis will be ready to mail to External Examiner	

Supervisory Committee

Chair	
External	
Member	
Member	
Member	

PhD Examination Committee (each member listed to be contacted by the Department before submitting form)

(a member of graduate faculty who is not a member of the Supervisory Committee)	
(a member of the Supervisory Committee from outside the Department)	
(a member of the Supervisory Committee from the Department)	
(recommendation(s) for Chair) (Associate Dean to contact)	

Please attach a list of 3 candidates that may be contacted to serve as the External Examiner, some contact information and a brief description for each candidate.

In order to schedule the External Examiner for the PhD Examination, please provide the dates that the student and the Examination Committee members are available (list some dates within a three-four week time period). Due to busy schedules of potential examiners it is preferable to make these arrangements 8 – 10 weeks prior to the proposed examination date.

Day	Date	Day	Date
Department Chair		(Signature)	
Student		(Signature)	

