

# Notice of PhD Thesis Submission for Display and Oral Defence

\*Please submit this form to your Department at least 7 weeks before the oral defence.

UW ID# \_\_\_\_\_ Department \_\_\_\_\_  
Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Title of Thesis:

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## **Particulars of Oral Defence:**

Date: \_\_\_\_\_

Time: \_\_\_\_\_

## **Defence Format Options:**

1. Remote:
2. In Person:      Location: \_\_\_\_\_
3. Hybrid:          Location: \_\_\_\_\_

### **Defence Format Guidelines**

1. Location must be determined at the time of form submission contact your department Grad coordinator for room booking.
2. Hybrid defences can have only one committee member remote, the candidate, supervisor(s) and Chair must be present in person. In some cases multiple committee members can participate remotely, please speak with your department coordinator for more details.

## **Request For Approval of PhD Thesis Oral Defence Committee**

**Proposed External Examiner:** Please attach the CV of the External Examiner and the pre-approval of the External Examiner by the Associate Dean of Graduate Studies (include the statement of independence).

Name of External Examiner: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_ \_\_\_\_\_

Email: \_\_\_\_\_ Attending: \_\_\_\_\_ Teleconferencing: \_\_\_\_\_

## **Balance of Proposed Thesis Committee:**

Supervisor/Co-Supervisors: \_\_\_\_\_  
\_\_\_\_\_

Departmental Members:  
(two required) \_\_\_\_\_  
\_\_\_\_\_

Internal-External Member, dept: \_\_\_\_\_

Additional Member: (optional) \_\_\_\_\_

## **Approved by:**

Chair/Graduate Officer: print name \_\_\_\_\_ Signature \_\_\_\_\_

Associate Dean, Graduate Studies: Bertrand Guenin \_\_\_\_\_  
(MGO will obtain)