

External Examiner Nomination Form

Please complete this form and submit it to the Office of Research and Graduate Studies at least three months prior to the expected date of the thesis defence.

- It is expected that the Supervisor or Graduate Program Coordinator will have contacted the nominee to confirm their availability prior to submitting this nomination form.
- **Students are not permitted to contact possible External Examiners.**

Student Identification

Name: _____

Program: _____

Thesis title: _____

Expected Month/Year of Thesis Defence: _____

External Examiner Nomination

Nominee's Name and Title: _____

Email: _____ Telephone Number: _____

Mailing Address: _____

Please Attach:

1. The External Examiner's CV
2. A summary of the External Examiner's qualifications explaining how the individual meets the criteria for External Examiners, including:
 - is a faculty member (or adjunct faculty member) and/or is an expert in their field;
 - holds a terminal qualification or equivalent in the discipline;
 - has a demonstrated record of peer-reviewed and disseminated research, scholarly activity and/or production of creative works;
 - is active in the profession or discipline;
 - has not been involved in this student's research; and
 - presents no conflict of interest.

Approvals

Supervisor's Signature _____ Date _____

Program Coordinator's Signature _____ Date _____

AVP Research & Graduate Studies Signature _____ Date _____

Distribution: Original with Office of Research & Graduate Studies; copies to Supervisor and Program Coordinator.