graduate studies | YORK UNIVERSITÉ UNIVERSITY

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Oral Examination Report (Effective September 2026)

Following the defence, this form should be signed and submitted to the Graduate Program Administrator (GPA) for initial review. The GPA will then forward it to the appropriate Milestone Coordinators via the proper channed for Processing. Please refer to page two for additional information on the Evaluation Guidelines.

Student information

Student full name	Student number	Degree - please select -
Program - please select -	Date of Oral Defence (mm/dd/yyyy)	

Title

Oral Exam Results (Select only 1)

- ☐ Accepted with no revision
- ☐ Accepted with Editorial Revisions
- ☐ Accepted with Minor Revisions
- ☐ Failed

Referred pending Major Revisions:

- ☐ a) the committee will reconvene within twelve months to continue the oral examination
- ☐ b) the revised dissertation will be circulated within twelve months to all members, who will inform the Chair whether they feel the stipulated requirements have been met

Comments

Confirmation of Approval

Name	Signature	Date
Chair of Examining Committee (at arm's length from supervision)		
Internal (at arm's length from thesis or dissertation & have no conflict of interest)		
Member (if applicable)		
Member (if applicable)		
Member (if applicable)		
Member (if applicable)		
External Examiner (MA INST & PhD only)		

Thesis/Dissertation Prize Recommendation (check if appropriate)

- ☐ Committee recommends to the Program a nomination for a Thesis/Dissertation Prize

Note: A nomination package must include a statement from the Chair of the committee, supported by the examining committee, detailing those elements of the thesis/dissertation which make it exceptional. This statement should be provided to the program director no later than two weeks following the oral exam.

Results of Oral Examinations

The result of the oral examination is reported by the Chair of the examining committee on the Oral Examination Report Form provided. All members vote (with the exception of anymembers attending in an ex-officio capacity). Abstentions are not allowed.

Accepted with no Revision

The Chair should ensure that a properly completed and signed Oral Examination Report Form is returned to the Graduate Milestones and Progression Coordinator in the Office of the Dean, Graduate Studies through the Grad Program Administrator.

Accepted with Editorial Revisions

Editorial revisions include typographical errors or changes of a minor editorial nature. The committee must specify such changes with precision. It is the responsibility of the supervisor to ensure that all such changes are made, and the Chair will confirm that this is the case. Editorial revisions must be completed within **three weeks** of the date of the oral examination.

Accepted with Minor Revisions

Minor revisions include specified insertions or deletions which do not radically modify the development/argument of the thesis but move beyond typographical errors or changes of a minor editorial nature. The committee must specify such changes with precision. It is the responsibility of the supervisor to ensure that all such changes are made, and the Chair will confirm that this is the case. Minor revisions must be completed within **three months** of the date of the oral examination. In cases where there is one vote for major revision, minor revisions are expected.

Referred pending Major Revision

A **Master's** thesis is referred for major revision if any of the following conditions exist:

- the committee agrees that the thesis requires substantive changes in order to be acceptable; or,
- there are a minimum of two votes for major revision; or,
- there is one vote for failure.

A **Doctoral** dissertation is referred for major revision if any of the following conditions exist:

- the committee agrees that the dissertation requires substantive changes in order to be acceptable; or,
- there are two votes for failure; or,
- there is one vote for failure plus a minimum of one vote for major revision; or,
- there are at least three votes for major revision.

In cases involving a "referred pending major revisions" decision, one of the following procedures, agreed upon by the committee before the examination is adjourned, must be used to finalize the oral results:

- The committee will reconvene within twelve months to continue the oral examination; or,
- The revised thesis or dissertation will be circulated within twelve months to all members, who will inform the Chair whether they feel the stipulated requirements have been met.

Detailed reasons for referring pending major revisions must be supplied in writing by the Chair to the Dean, the program director and the student concerned within **10 business days.**

After an adjournment and when the major revisions have been completed, the dissertation is failed if there are two or more votes for failure. A dissertation cannot be referred for major revisions more than once and no further adjournment is permitted. In the event of failure, detailed reasons must be supplied in writing by the Chair to the Dean, program director and student within **10 business days.**

Failed

A Master's thesis is failed if there are a minimum of two votes for failure.

A Doctoral dissertation is failed if there are a minimum of three votes for failure.

In the event of failure, detailed reasons must be supplied in writing by the Chair to the Dean, program director and student within 10 business days.

Privacy: Personal information in connection with this form is collected under the authority of The York University Act, 1965 and will be used for educational, administrative and statistical purposes. If you have any questions about the collection, use and disclosure of personal information by York University, please contact: Faculty of Graduate Studies, 230 York Lanes, (416)736-2100 x 55521.