graduate studies | YORK UNIVERSITÉ UNIVERSITY

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For Supervisors—Recommendation for Oral Exam Information Form

Doctoral Dissertation

Please fill out this form and send it to the Graduate Program Assistant who will submit a request for oral exam on the Graduate Oral Exam Portal. Once submitted, the supervisor and committee members will receive an email request to enter the Graduate Oral Exam Portal. Each member must use the portal to confirm that they agree to the oral exam date and time and that they have read the student's dissertation and that the version read is ready to proceed to oral exam.

Student information	
Surname	Given name(s)
Student Number	E–mail
Program - please select -	

Title of Dissertation

Supervisory Committee—please list the supervisory committee members
Supervisor Name:
Co-Supervisor (if applicable):
Committee Member
Committee Member
Committee Member (if applicable)
Adjunct Member (if applicable)

Oral Exam, date, time and place		
Date (mm/dd/yyyy)	**Time**	**Building & Room (if in-person) / Zoom link (if hybrid)**

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.

Risk Assessment

A dissertation examining committee shall consist of at least five voting members, including the Chair, as follows:

a. The Dean of the Faculty of Graduate Studies or her/his representative, who will be at arm's length from the supervision of the dissertation, and who will serve as Chair of the examining committee;
b. One external examiner, from outside York University, at arm's length from the thesis, recommended by the program director;
c. one graduate faculty member at arm's length from the dissertation, and normally from outside the program, recommended by the program director;
d. two graduate faculty members from the supervisory committee, or one member from the supervisory committee and one graduate faculty member from the program.

These are minimum requirements with respect to the composition of and quorum for thesis examining committees. Individual graduate programs may include one additional voting member on examining committees, in accordance with program requirements and procedures.

Examining Committee—PhD	Graduate Program	Email
Chair of Examining Committee (at arm's-length from supervision)		
Internal (at arm's length from dissertation and have no conflict of interest)		
Member		
Member		
Member (if applicable)		
Member (if applicable)		
External Examiner		