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Revisions Approved Memorandum (Effective September 2026)

It is the supervisor's responsibility to ensure that all specified revisions to the thesis/dissertation are completed. The Chair of the examination committee must confirm that these revisions have been made.

Once confirmed, a signed Revision Approved Memorandum (RAM) should be submitted to the Program Office. The Program Office will then forward the RAM to Faculty of Graduate Studies through the designated processing channels.

*To be submitted before the final submission of the thesis or dissertation to the Electronic Thesis & Dissertation (ETD) Portal.

Student information		
Surname	Given name(s)	
Student number	Date of Oral Exam (mm/dd/yyyy)	
Program - please select -	Degree and level of study – please select –	Current status – please select –

This Memorandum is to confirm that the above named student has satisfied the revisions required to complete his/her thesis/dissertation. Email notification is acceptable.

Supervisor name	Signature	Date (mm/dd/yyyy)

Chair of examining committee name	Signature	Date (mm/dd/yyyy)

ETD Submission Requirements and Degree Award Requirements

Once any organizational and technical requirements have been communicated or it has been confirmed that the dissertation is in acceptable form, the student must upload the dissertation to the ETD system within 10 business days.

If the dissertation is not uploaded by the deadline, or in cases of prolonged organizational and technical requirements persisting, the student will be unable to register for upcoming terms and the degree cannot be awarded.

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