

DEPARTMENT OF PHYSIOLOGY

ARRANGEMENTS FOR THE PHD FINAL ORAL EXAMINATION AT THE SCHOOL OF GRADUATE STUDIES

This form must be submitted to the Physiology Office at least eight weeks prior to the examination. The Examination Committee for the Final Oral Examination at SGS will consist of the following and must be approved by the Graduate Studies Committee.

NAME OF CANDIDATE: _____

DATE AND TIME OF EXAMINATION: _____

LOCATION: _____

THESIS TITLE: _____

Non-Voting Members

Chair – To be appointed by the School of Graduate Studies.	
Supervisor:	Co-supervisor (if any):
–May be asked to comment at the beginning and/or the end of the examination.	

Voting Members – Provide **at least 5 members** to ensure a quorum of **4**. All local members must be appointed as members of the Graduate Faculty of the School of Graduate Studies, University of Toronto.

<p>(1) External Appraiser – From outside the University. Must be a member of a Graduate Faculty at a recognized University. Arm's length relation to the supervisor and the student! (no collaboration, co-authorship of papers or grants for 5 years).</p> <p>Must submit, in electronic format, a current CV for the proposed external appraiser to the Physiology Graduate Office (angelakp.ho@utoronto.ca).</p>		<p>Please check one:</p> <p><input type="checkbox"/> Will attend in person</p> <p><input type="checkbox"/> Will attend remotely</p> <p><input type="checkbox"/> Will not attend at all.*</p> <p><small>*If the external appraiser will NOT be attending at all, you must provide one more voting member.</small></p>
Name:	Area of Expertise:	Mailing Address (incl. room number):
Phone:	e-mail:	
<p>(2) Internal Member - Not a member of supervisory committee. Should be sought first from outside the Department but cross appointed Physiology member acceptable. Must have "arm's-length" relationship to supervisor and student (no collaboration, co-authorship of papers or grants for 5 years).</p>		
Name:	Department:	
Phone:	e-mail:	
<p>(3 & 4) Field Experts – At least two members of the Departmental Research Grouping but not members of the Supervisory Committee. Should it prove difficult in exceptional circumstances to identify such an individual the Graduate Studies Committee will consider alternative candidates.</p>		
Name:	Department:	
Phone:	e-mail:	
Name:	Department:	
Phone:	e-mail:	
<p>(5) Supervisory Committee Member – (minimum and maximum of 1) Should this member need to be replaced in an emergency it should be easy to second a different member of the Supervisory Committee.</p>		
Name:	Department:	
Phone:	e-mail:	

Signature of the Graduate Coordinator

Date