



Senior Supervisor:

- For a Master’s student, nominate 1 examiner either from SFU or external to the university.
- For a Doctoral student, nominate 2 examiners; 1 from SFU and 1 external to the university.
- Confirm that a nominated external examiner will participate in the examination as scheduled below, and attach to this form a brief *curriculum vitae* for the nominee.
- See overleaf about the Chair, examiner(s), conflict of interest and standing at arm’s length.

Student:

Attach 1 copy of the *complete* thesis for each member of the examining committee + 1 department copy, 11 copies of the abstract, and submit this form to Graduate Programs.

- At least 4 weeks before the examination for a Master’s candidate.
- At least 6 weeks before the examination for a Doctoral candidate.

Student Name: _____

Thesis Title: _____

Signatures by members of the supervisory committee affirm that each has thoroughly reviewed the thesis and judges it ready for examination. Signatures by all indicate agreement to participate in the oral examination scheduled for:

Date: _____ **Time:** _____

	<u>Name (print)</u>	<u>Signature</u>
Senior Supervisor	_____	_____
Committee Member 1	_____	_____
Committee Member 2	_____	_____
Committee Member 3	_____	_____
Chair	_____	_____
Examiner from SFU	_____	_____
Examiner from SFU	_____	_____

Examiner external to SFU will examine in person will examine in absentia

Name _____ Telephone _____

Address _____ Fax _____

_____ Email _____

Approved _____ Date _____

Director of Graduate Programs for the Graduate Programs Committee

Policy on Chair and Examiner(s) about Conflict of Interest and Standing At Arm's Length

Senate Graduate Studies Committee (1991) policy states:

The members of the Examining Committee who are not members of the Supervisory Committee (herin referred to as 'examiners') should, to the maximum extent possible, be at 'arm's length' from the student and from the members of the Supervisory Committee, especially the Senior Supervisor. They should be free from any actual, potential or perceived conflicts of interest.

Conflicts of interest and arm's length standing are discussed in the Graduate General Regulations in the SFU Calendar (Chiefly Graduate General Regulations 1.9.5) and in the Student Relations, the subsection "Interpersonal and Other Conflicts of Interest".

Guidelines for Supervisor-Graduate Student Relations states:

In most master's programs there is one examiner to be selected; in doctoral programs, there are external examiner and an 'internal' examiner. The choice of examiners should be made in consultation with the graduate student, who should be informed about the qualifications of the examiner(s).

The same considerations related to conflict of interest as affect the Senior Supervisor (see section C) are relevant to selection of examiners: examiners should have no personal, financial or professional relationship with the student that would lead to any conflict of interest."