



## Final Oral Examination EXTERNAL APPRAISER REQUEST FORM

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Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Co-Supervisor's Name (if applicable): \_\_\_\_\_

Thesis Title (please print clearly):  
\_\_\_\_\_  
\_\_\_\_\_

This form should be completed prior to Form D3 and submitted to the Graduate Coordinator ([clinical-psych@utsc.utoronto.ca](mailto:clinical-psych@utsc.utoronto.ca)), to be reviewed by the Graduate Chair/DCT.

**\*\*Please submit an updated CV for the top ranked proposed external appraiser along with this form\*\***

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### Examination Committee and Proposing External Appraisers

Details regarding the requirements and composition of the examination committee can be found on the [School of Graduate Studies website](#) (see section 9.3 Doctoral Final Oral Examination). The candidate, together with the (co-)supervisor(s), must consider the following criteria when selecting the external appraiser.

- a) The external appraiser must be external to the University as well as to its affiliated teaching hospitals and their research institutes.
- b) The external appraiser must be a recognized expert on the subject of the thesis, and an Associate or Full Professor at their home institution, and experienced as a successful supervisor of doctoral candidates through to defense. If the individual comes from outside the academic sector, must possess the qualifications to be appointed to an academic position at the Associate or Full Professor level.
- c) The external appraiser must be at arm's length from both the candidate and the (co-)supervisor(s). Normally, this will exclude anyone who: has served as Master's or PhD supervisor/supervisee of the candidate or the supervisor(s); or has, in the past six years, been a departmental colleague of the candidate or the supervisor, or has collaborated on a research project, scholarly work or publication, with either of them.
- d) The external appraiser is willing to serve as a member of the examination committee and is available to participate either in person or remotely on the scheduled date and time of the oral examination.

Once the GD-PCS Chair/DCT reviews and approves the External Appraiser request form, the supervisor will contact the examiners in the rank order provided until one is secured. Once an examiner is secured, the supervisor must notify the GD-PCS Chair/DCT so that the recommendation can be made to SGS.

Provide recommendations for external appraisers in order of preference:

Name	Department and Institution	Area of Specialization	Briefly state why the recommended external appraiser is suitable to examine the thesis:

Please confirm that you (the candidate) together with your (co)supervisor(s) have adhered to the following criteria when recommending your external appraisers:

- The external appraiser is external to the University as well as to its affiliated teaching hospitals and their research institutes.
- The external appraiser is a recognized expert on the subject of the thesis, and an Associate or Full Professor at their home institution, and experienced as a successful supervisor of doctoral candidates through to defense. If the individual comes from outside the academic sector, must possess the qualifications to be appointed to an academic position at the Associate or Full Professor level.
- The external appraiser is at arm's length from both the candidate and the (co-)supervisor(s). Normally, this will exclude anyone who: has served as Master's or PhD supervisor/supervisee of the candidate or the supervisor(s); or has, in the past six years, been a departmental colleague of the candidate or the supervisor, or has collaborated on a research project, scholarly work or publication, with either of them.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Signature of Co-Supervisor (if applicable)

Nominees approved by the Graduate Chair/DCT in ranked order:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\_\_\_\_\_  
Signature of Graduate Chair/DCT

\_\_\_\_\_  
Date: