Prospectus Defence Procedures for Doctoral Students

When setting up your prospectus examination the student is responsible for the following:

1. Set up the time and date of the examination and securing all committee members. The Examination board consists of Chair, Advisor and 2 Committee members (Faculty members from the Department of Psychology). Only one of these Committee members can be an Adjunct.

Student must contact the Chair of the Examination directly. The Chair must be a member of the 2018-2019 Graduate Committee: C. Bennell, R. Burns, C. Kristiansen, C. Leth-Steensen, and K. Nunes. Please contact Etelle Bourassa, Graduate Administrator, if you don’t find anyone after having contacted every member.

2. Once your examination committee has agreed on a date and time you must fill out the Prospectus Examination Approval Form (attached below) and submit it to the Grad Office in the department (B555 or B557) to have it approved by the Graduate Supervisor at least 2 weeks prior to the defence date.

3. Distribute the copies of your prospectus at least 2 weeks prior to the defence date (one for each examining member and one to the department – B555 or B557).

All guidelines for the preparation of the thesis can be found at: http://www1.carleton.ca/fgpa/thesis-requirements/formatting/
CARLETON UNIVERSITY
DEPARTMENT OF PSYCHOLOGY
DOCTORAL PROSPECTUS EXAMINATION APPROVAL FORM

STUDENT NAME: ____________________________  STUDENT NUMBER: _______________

STUDENT EMAIL: ____________________________________________________

PROPOSED DATE: ________________  PROPOSED TIME: ________________

TITLE:

CHAIR OF COMMITTEE: ______________________________

ADVISOR: ______________________________________

CO-ADVISOR: ______________________________________
(if applicable)

COMMITTEE MEMBERS

_____________________________________

_____________________________________

The Committee has been approved, signed

__________________________
Graduate Program Supervisor, Department of Psychology

NOTE: The Graduate Program Supervisor of the Department of Psychology must approve all members of the Examination Board.

The Examination Board consists of Chair, Advisor(s) and 2 Committee members (faculty members from the Department of Psychology). Only one of these Committee members can be an Adjunct, or cross-appointed to the Department of Psychology.