

School of Computer Science

Ph.D. Thesis Defence Committee Specification (COMP 6909)

Date request submitted: _____

Candidate: _____

Supervisor(s): _____

Student Number: _____

Title of Thesis: _____

I. Committee Members:

The Thesis Supervisor is responsible for **CONTACTING** and **CONFIRMING** the following members, including the Chair:

- Defence committee members, excluding the External, must have OCICS membership
- Instructors are generally not eligible to serve on a defence committee. If an instructor is selected, justification is required
- **A Chair cannot be from the same department**
- To receive a list of potential Chairs, please contact grad.scs@carleton.ca

	Name:	Email:
External examiner:		
OCICS faculty member from uOttawa:		
Faculty member from Carleton that is not in SCS:		
Additional OCICS member from SCS:		
Chair:		

Graduate Director signature: _____ Date: _____

II. Defence scheduled for:

The Thesis Supervisor is responsible for **confirming all members** are available for this **date/time**. This information must be provided at least six weeks before the proposed defence date if the External Examiner is attending in person, and eight weeks if the External Examiner is attending via video conference.

- If defence is virtual (pick one): I will set up the Zoom session
 I would like a Grad Admin to set up the Zoom session

Date: _____ Time: _____

Please email completed form to grad.scs@carleton.ca