



# McGill

Department of Mathematics and Statistics  
Département de mathématiques et de statistique

McGill University  
Burnside Hall  
805 Sherbrooke St. West  
Montreal, Quebec, Canada H3A 0B9

Université McGill  
Burnside Hall  
805, rue Sherbrooke Ouest  
Montréal (Québec) Canada H3A 0B9

Tel/Tél : (514) 514-398-3800  
[www.mcgill.ca/mathstat](http://www.mcgill.ca/mathstat)

## Ph.D. THESIS EXAMINER SELECTION FORM

The “Thesis Examiner Selection Form” aims to give supervisors and their students more control over their choice of examiner(s) and to reduce the time of the examiner selection process. It is the first step in making an initial thesis submission.

About 2 to 4 weeks before the thesis is ready for initial submission, the supervisor should consult with his/her student and identify three external examiners and two internal examiners who are qualified to examine the thesis.

The supervisor(s) completes this form and submits to the Graduate Program Director (GPD).

The GPD must then determine the willingness of the examiners to serve prior to submission of the “Nomination of Examiners Form.” The GPD should also make sure the individual is able to review the thesis within the required timeline.

### **Guidelines for Choosing Examiners**

#### Doctoral Thesis External Examiner

The Doctoral External Examiner must be a scholar of established reputation and competence in the field of the thesis research. They must be from outside the University, hold a doctorate or equivalent and have no other conflict of interest (see conflict of interest checklist).

#### Doctoral Thesis Internal Examiner

The Internal Examiner is expected to be knowledgeable in the area and topic of the thesis, though not necessarily to the same extent as the external examiner. The Internal Examiner also ensures that the written thesis meets the standards of McGill University.

The Internal Examiner is usually a McGill faculty member (but not the supervisor) affiliated with the Department, but they may also be nominated from other departments at McGill. The internal examiner must not be in conflict of interest according to McGill’s conflict of interest regulations. As such, a member of the student’s supervisory committee may be named as the internal examiner.

**The internal examiner must attend the final oral thesis defence.**

Student Details

Name of student: \_\_\_\_\_

Degree: \_\_\_\_\_

Supervisor(s): \_\_\_\_\_

Proposed External Examiners (3)

Name/Title: \_\_\_\_\_

Home University: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Home University: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Home University: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Proposed Internal Examiners (2)

Name/Title: \_\_\_\_\_

Home University: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Home University: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

I, the supervisor, certify that the proposed examiners do not present a conflict of interest.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

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

Kindly return the completed and signed form to the Graduate Program Coordinator in Burnside Hall, Room 1005 or email to [grad.mathstat@mcgill.ca](mailto:grad.mathstat@mcgill.ca)