

Notification of Readiness to Submit Thesis & Appointment of Examiners

Students should complete sections 1, 2 & 3 of this form and email it to their supervisor for final completion. Supervisors should complete sections 4 & 5 and submit it to the Honours Co-ordinator one month prior to submission of the thesis.

1. Student Details

Title	<input type="text"/>	First Name	<input type="text"/>	Last Name	<input type="text"/>
Email	<input type="text"/>			ID number	<input type="text"/>
School or Centre	<input type="text"/>				
Course Code	<input type="text"/>	Course Name	<input type="text"/>		

2. Thesis Details

Thesis Title	<input type="text"/>
Expected Submission Date	<input type="text"/>

3. Student Signature

You can use an electronic signature on this form [clicking on the signature field will take you through the instructions to create one] or print it out and sign the form before sending it to your supervisor.

Signature	<input type="text"/>	Date:	<input type="text"/>
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4. Appointment of Examiners

The Examiners listed below have been contacted to confirm availability and are recommended as follows:

Examiner One

Title First Name Last Name

Address

Position Title Institution

Email Phone

Justification

Are you aware of any potential conflict of interest in relation to this appointment? Yes No

Examiner Two

Title First Name Last Name

Address

Position Title Institution

Email Phone

Justification

Are you aware of any potential conflict of interest in relation to this appointment? Yes No

5. Approvals and Authorisations

PLEASE NOTE: This is an electronic form and requires the below authorisations in the order they appear. After each authorisation this form needs to be emailed to the next signatory by clicking the 'submit by email to next signatory' button and entering in the next recipient's email address.

Supervisor:

I recommend the appointment of the examiners named on this form.

Name

Date:

Signature

Honours Co-ordinator:

I endorse this recommendation for the appointment of examiners on behalf of the Honours Management Committee.

Date of Honours Management Committee.

Name

Date:

Signature