PhD– Dissertation Proposal Approval Form

Complete Part 1 and 2 of this form, print and sign it and forward it to the Graduate Coordinator for your program.

# Part 1: Student Details

To be completed by the student.

First name:

Last name:

WLU ID:

WLU Email:      @mylaurier.ca

Program (e.g. PhD Geography):

Working Title of Dissertation (please type):

**Note: You must attach a copy of your proposal to this form.**

# Part 2: Required Signatures

To be completed by the student, graduate coordinator and committee members.

Student’s signature:       Date:

## Dissertation Approval

All members of the committee, listed above, must provide approval of the dissertation proposal by signing below.

Dissertation Advisor’s signature:       Date:

Committee Member 2’s signature:       Date:

Committee Member 3’s signature:       Date:

Committee Member 4’s signature:       Date:

By signing below, the Graduate Coordinator verifies that each member of the committee (listed above) has Graduate Faculty Status and is thereby eligible to serve on this committee.

Date proposal was accepted (DDMMYYYY):

Graduate Coordinator’s signature:       Date:

*Any individual program representative cannot approve this form at multiple levels; each form must have a one-up approval (e.g., research advisor cannot also approve as Graduate Program Coordinator).*

# Part 3: DAC Roles and Responsibilities

**Dissertation Advisor (DA):** A Regular Member of the Graduate Faculty of the university and a full-time faculty member in the academic unit/program of the candidate. The Advisor is principally responsible for mentoring the student’s progress to completion (research, course selection, professional development).

**Committee Member 2:** One who is a Regular Member of the Graduate Faculty of the university and a full-time faculty member in the academic unit/program of the candidate.

**Committee Member 3:** One who is either a Regular Member of the Graduate Faculty of the university from any program, or a faculty member elsewhere who meets the same requirements (DAC Member 3 – see Table below).

Both DAC Member 2 and Member 3 provide feedback, and participate actively in the dissertation progression of the student.

**Committee Member 4:** A fourth member is optional, and may be an academic or professional outside the university with appropriate expertise. This 4th DAC member must hold Associated or Special Membership on the Graduate Faculty at WLU.

# Notice of Collection of Private Information

Wilfrid Laurier University collects personal information under the authority of the Wilfrid Laurier University Act. Personal information collected by any part of the University may be used or disclosed by other units in order to execute the various functions of the University and to administer the various relations between the University and its students, alumni, employees, clients, suppliers, partners, and others. If you have questions about the policy, visit the [Privacy and Access](https://www.wlu.ca/about/public-accountability/privacy/index.html) at Laurier page.