



Please complete this form and email it to the Registrar (mdcreg@mcmaster.ca) along with the exam copy of your dissertation. The exam copy is to be submitted as a single PDF.

Please note the following information about the exam copy and defence:

- External examiners will not be contacted until the exam copy and the application for defence have been received by the Registrar.
- The Registrar will briefly review the submitted exam copy and may request that the student make changes and resubmit.
- Once the Registrar is satisfied with the exam copy, the student cannot make any further changes to it until after the defence.
- Defences are not scheduled between June 15 and September 15, or during holidays or scheduled breaks such as reading week.
- It can take 6-8 weeks or longer from the time of submission to the day of the defence. MDC cannot guarantee that a defence will take place during this time period even if a student is at the end of his/her program or scheduled to graduate. Defences are scheduled based on the availability of external examiners.
- Defences are normally scheduled at 10 am. Students should plan to spend the full day of the defence at MDC. Students must remain present for the entire defence.
- The Registrar will notify the student once the defence date has been confirmed. Generally, defence dates cannot be changed once scheduled.

Student Name: _____

Student ID: _____

Email: _____

Name of Program: _____

Primary Supervisor: _____

Secondary Supervisor: _____

Title of Dissertation: _____

Abstract (maximum 300 words):

(Ensure that all words are visible in the textbox before sending or printing).

Number of Words (Body of Dissertation only): _____

Student Signature: _____

Date: _____