

Welcome to
**GRAD-YOUR-
LUNCH**

**STARTER TOPIC |
Journey to
Defense -
Milestones**

UBC Forestry

Grad Student Services

GRAD-YOUR-LUNCH!



THE UNIVERSITY OF BRITISH COLUMBIA

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Who to contact?

MASTERS THESIS DEFENSE | Contact robin.poirier-vasic@ubc.ca

DOCTORAL DEFENSE | Contact julie.morey@ubc.ca

... but first – review the resources available to you!



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MASTERS DEFENSE

PRACTICAL TIPS + GUIDANCE

FRST GRADBOOK QUOTE | PG 24

<https://forestry.ubc.ca/wp-content/uploads/Forestry-Gradbook.pdf>

The defense date and time is arranged with the committee by the student and/or supervisor but is scheduled by the Graduate Program office. Please refer to the [defense preparation checklist](#) for more details. Important: Virtual defense protocols were initially instituted due to COVID considerations – but are now followed if you have remote attendees.

- **STUDENT** | communicate with supervisor / permission to move forward / contact Robin 2 months in advance
- **SUPERVISOR** | confirming chair + NDE
- **ROBIN** | will send forms, defense notification, and room bookings



DOCTORAL DEFENSE

PRACTICAL TIPS + GUIDANCE

UBC G+PS PhD DOC EXAM PLANNING / CHECKLIST TOOL

<https://www.grad.ubc.ca/forms/doctoral-examinations-planning-tool-checklist-candidates-supervisors>

Golden rule – do not leave everything to the last minute! Did you know that (ideally) you need 3-4 months lead time for a doctoral defense?

- **STUDENT** | communicate with supervisor / permission to move forward / draft timeline with supervisor
- **SUPERVISOR** | submitting names for external examiner, university examiners, signatory for G+PS forms (Shannon Hagerman – AD final approval)
- **JULIE** | send all forms to my attention (DO NOT SEND TO G+PS)



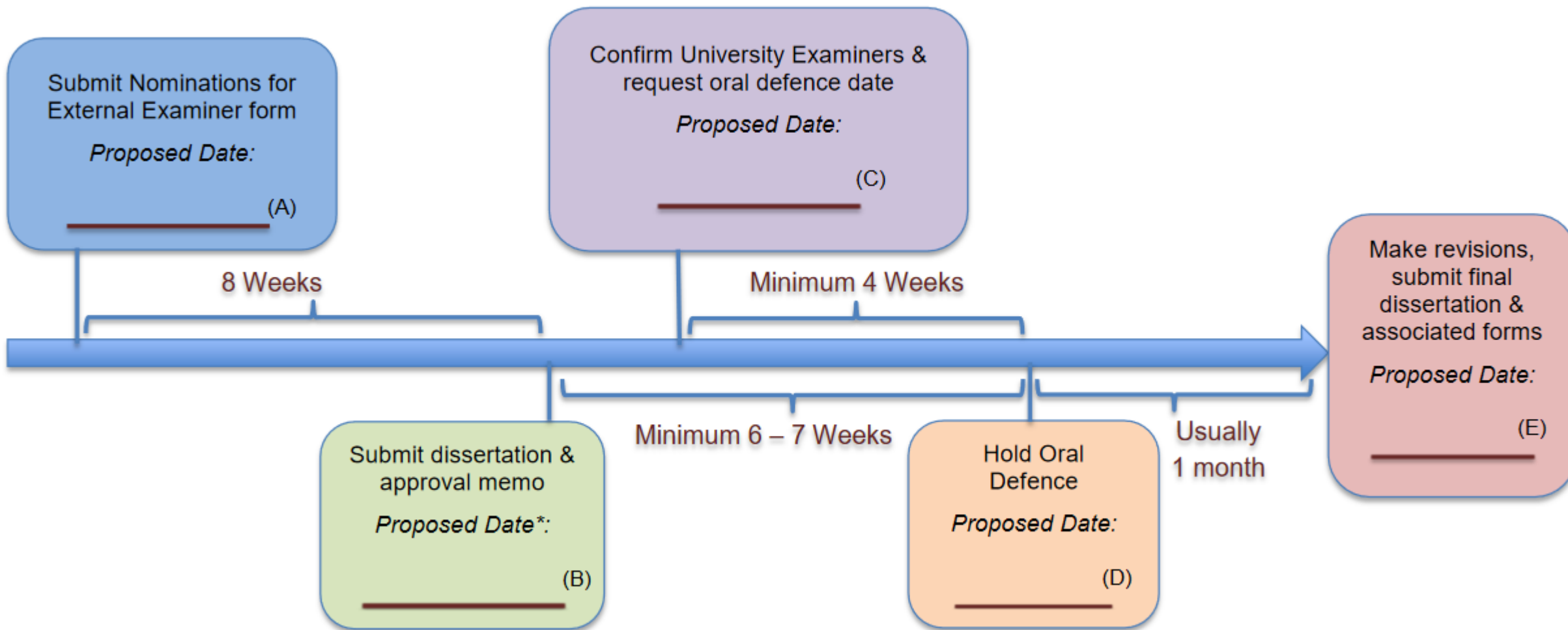
DOCTORAL DEFENSE PREP | ORDER

1. Submit nominations for external examiner
2. Submit dissertation and program approval form
3. Confirm university examiners and oral defence date
4. Defend
5. Revisions
6. Submit final dissertation approval and cover sheet
7. G+PS sends portal link for cIRcle upload
8. Upload to cIRcle / G+PS approves
9. Program Closed / eligible to confer in next graduation cycle (May or Nov)



DOCTORAL DEFENSE PREP | ORDER

Planning Your Examination Timeline



* Please remember to notify G+PS as soon as possible if your anticipated dissertation submission date changes.



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**THANK YOU – AND NOW
TIME FOR QUESTIONS!**

<https://forestry.ubc.ca/programs/graduate/>

FIND US ON:

