

Neutral Chair's Report for Doctoral Dissertation Examination

Programs: Please populate all of the student, exam, and committee member information for the neutral chair and click Submit.

Neutral chairs: You can complete this form during/after the exam and click Submit and then Approve OR you can print the PDF form and complete that at the exam.

This is a retake exam. *

Yes

No

Student Name *

First Name

Last Name

Student Number *

Degree *

Program *

Program Stream/Theme

Program Assistant's Email *

Date of Examination *

Month Day Year

Start Time of Examination *

Hours Minutes

Location of Examination: *

Dissertation Title *

Neutral Chair's Name *

First Name Last Name

Neutral Chair's Email *

Supervisor Name *

First Name Last Name

Co-Supervisor Name

First Name Last Name

External Examiner Name *

First Name Last Name

University Examiner Name *

First Name Last Name

Supervisory Committee Member 1 Name *

First Name Last Name

Supervisory Committee Member 2 Name *

First Name Last Name

Supervisory Committee Member 3 Name

First Name Last Name

Supervisory Committee Member 4 Name

First Name Last Name

Supervisory Committee Member 5 Name

First Name Last Name

Are you the neutral chair? *

- Yes
- No

All contents of this form are to be completed by the Neutral Chair and submitted directly to the College of Graduate Studies within two business days of the examination date.

Committee Recommendation - Final Exam Outcomes

On Dissertation

Pass with no revisions	Pass with minor revisions	Pass with substantive revisions	Fail	Failure to Reach Unanimous Decision
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On Oral Examination

Pass	Fail	Failure to Reach Unanimous Decision
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Dissertation "Pass" definitions:

No Revisions: A decision in this category deems the dissertation acceptable in its present form.

Minor Revisions: A decision of minor revisions deems the dissertation acceptable with minor modifications, such as correction of typographical or grammatical errors, minor editorial revisions of style or expression, and/or minor additions for clarification.

Substantive Revisions: A decision in this category indicates the dissertation is not acceptable in its present form, but could be acceptable with substantial modifications, such as rewriting a chapter, reinterpretation of data, additional analysis, correction to calculations, or additional minor research to attain acceptable standards of coherence, integrity, and accuracy in argument and presentation.

Record of Examination

First Round of Votes - On Dissertation

	Pass with no revisions	Pass with minor revisions	Pass with substantive revisions	Fail	Failure to reach unanimous decision
Total # of votes					

Final Round of Votes - On Dissertation

	Pass with no revisions	Pass with minor revisions	Pass with substantive revisions	Fail	Failure to reach unanimous decision
Outcome					

First Round of Votes - On Oral Exam

	Pass	Fail	Failure to Reach Unanimous Decision
Total # of votes			

Final Round of Votes - On Oral Exam

	Pass	Fail	Failure to Reach Unanimous Decision
Outcome			

If used, paper ballots can be destroyed.

What was the length of the student's presentation?

Hour Minutes

What was the total length of the examination from start to finish?

Hour Minutes

How many rounds of questions were there in the deliberation?

Give a brief overview of the revisions. Were there any contentious issues to address during the examination? Did the exam start on time? Were there any technology issues? Please indicate if the dissertation requires: 1) Minor revisions (typos/grammar/slight modifications to the dissertation) 2) Substantive revisions (state what revisions are required - i.e. rewriting a chapter, a correction to calculation or additional reinterpretation of data in research)

As the Neutral Chair of the examining committee, I certify that the committee has examined this dissertation, came to the recommendations noted in "Committee Recommendation - Final Exam Outcomes" and elaborated in "Record of Examination," and recommend the above outcomes of this examination to the Dean of the College of Graduate Studies.

I certify

Form submission options:

- Complete and submit the form electronically at or after the exam.
- Print the PDF form, complete it at the exam, and scan and email it to the College of Graduate Studies at gradtheses.ok@ubc.ca after the exam.

Personal information is collected under the authority of section 26(c) of the Freedom of Information and Protection of Privacy Act (FIPPA). Questions about the collection of this information may be directed to gradadmin.ubco@ubc.ca.

DOCTORAL DISSERTATION ORAL EXAMINATION OUTCOME FLOWCHART



