

Surname: \_\_\_\_\_

Given Name(s): \_\_\_\_\_

Department: \_\_\_\_\_

Email: \_\_\_\_\_ ID #: \_\_\_\_\_

Thesis Title: \_\_\_\_\_  
\_\_\_\_\_

*Before obtaining signatures, you must have your Department Coordinator review your list of readers. Confirmation is required from each committee member to acknowledge consent to act as your reader and acknowledge receipt of your thesis. Email confirmations from committee members will be accepted when printed and attached to this document. We require proof that **ALL members have received the thesis** before the 15 business day display period can begin. Departmental approval of committee is required.*

**Readers must complete reading within 3 weeks of receipt of thesis.**

Reader Name	Supervisor	Adjunct	Department	Signature	Date
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

**Department review and signature required:**

*If a committee member has adjunct status please provide the dates of the appointment and primary affiliation:*

Dates of appointment

Primary Affiliation

If the above stated committee varies from the parameters outlined in the Graduate Studies calendar (see reverse of this page), the Graduate Officer must provide rationale for the alternative committee makeup below.

This committee has been reviewed and approved by the Department.

Department Signature

Date

**For EGSO use only:**

Month	Day	Year	Month	Day	Year	EGSO Initials
Start of 15 business day display period			End of 15 business day display period			

## Master's Thesis Committee Guidelines

In the case of a Master's program involving a thesis, one copy of the thesis is required for each member of the Reading Committee. The Committee shall be comprised of:

- At least one tenured or tenure track faculty member of the student's home department who will normally be the student's supervisor(s)
- An additional tenured or tenure track faculty member from the University of Waterloo
- At least one additional examiner whose expertise can support the evaluation of the Master's thesis
- No more than one adjunct faculty member (including Professors Emeriti) may serve on the Examining Committee.