



School of Population and Public Health

PhD Checklist

This form is a guide for PhD students and their supervisors.

Date:	
Name:	
Student number:	
Program start date:	
Handbook of Graduate Supervision from the Faculty of Graduate Studies	
Student has read and agrees to comply with their Graduate Student Responsibilities :	<input type="checkbox"/> Yes <input type="checkbox"/> No Signature:
Supervisor has read and agrees to comply with their Supervisor Responsibilities :	<input type="checkbox"/> Yes <input type="checkbox"/> No Signature:
Core Courses completed (list):	
Courses required by committee or school (list):	
Theme identified (if applicable):	
Specific topic within theme:	
Committee members selected and Thesis committee form completed:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comprehensive exam passed:	<input type="checkbox"/> Yes <input type="checkbox"/> No If not completed, anticipated date:
Thesis proposal for Thesis Screening Panel approved by supervisor and committee:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Thesis Screening Panel :	<input type="checkbox"/> Yes <input type="checkbox"/> No If not completed, anticipated date:

Advancement to candidacy (form submitted to FoGS):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nomination of external examiner for doctoral dissertation (form submitted to FoGS):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Graduate program approval of doctoral dissertation for external examination (form to be submitted by school to FoGS):	<input type="checkbox"/> Yes <input type="checkbox"/> No Date submitted:
Student to send dissertation for formatting checking to thesis@interchange.ubc.ca	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approval of university examiners for doctoral dissertation (form to be submitted to FoGS by supervisor):	<input type="checkbox"/> Yes <input type="checkbox"/> No Date submitted:
Defence scheduled:	<input type="checkbox"/> Yes <input type="checkbox"/> No Date scheduled:
Doctoral dissertation approval (form to be submitted to FoGS by student after Oral):	<input type="checkbox"/> Yes <input type="checkbox"/> No Date submitted:
Meet with library to review draft format of thesis:	<input type="checkbox"/> Yes <input type="checkbox"/> No
UBC Thesis license agreement form (submitted to FoGS by student):	<input type="checkbox"/> Yes <input type="checkbox"/> No Date submitted:
Theses non-exclusive license agreement :	<input type="checkbox"/> Yes <input type="checkbox"/> No Date submitted:
Final Thesis dissertation submission cover sheet (student to submit to CIRCLE by student):	<input type="checkbox"/> Yes <input type="checkbox"/> No Date submitted:
Comments:	

For assistance:

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