# Checklist for the Submission of a Thesis/Dissertation

This form must be submitted with the thesis and accompanying documentation to FGSR.

<table>
<thead>
<tr>
<th>Student’s Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree and Area:</td>
<td></td>
</tr>
<tr>
<td>Thesis Title:</td>
<td></td>
</tr>
<tr>
<td>ProQuest Codes (see <a href="http://www.proquest.com/go/etd_subjectcategoriesguide">http://www.proquest.com/go/etd_subjectcategoriesguide</a>):</td>
<td></td>
</tr>
<tr>
<td>Primary:</td>
<td>Secondary:</td>
</tr>
</tbody>
</table>

**Student:**

- Student is currently registered.
- Student has completed all course requirements.

**Forms:**

- [Thesis Committee Release Form](#), signed by all committee members is attached. (If any member has not signed, an explanation must accompany the thesis submission.)
- The [Nomination Form for External Examiner](#) is attached. For a nominee who is not accredited by FGSR please include an email address and CV (electronic is preferred).

**External Examiner Conflict of Interest Checklist**

- External examiner nominee has been contacted and is available.
- All forms are signed by either the Graduate Program Coordinator, Department Head or Dean or Designate.

**Thesis Formatting:**

- The ready-to-defend thesis is attached and formatted correctly according to FGSR guidelines. The thesis should be library-ready, with no major editing required.
- Abstract length is maximum of 350 words. (In order to ensure that the abstract will display correctly when posted to Library & Archives Canada, you may submit a version of the abstract in WORD or UTF-8/Unicode character set to: grad.defense@uregina.ca.)
- Acknowledgements and Dedication (optional) are each a maximum of 1 page.

**Other:**

- Students in the Faculty of Engineering and Applied Science only: Exit Inspection for Study Space/Offices and Labs form ([available at https://goo.gl/42dVt5](https://goo.gl/42dVt5)) is completed
- Student in the Faculty of Science only: Lab Departure Procedure and Checklist ([available here](https://www.uregina.ca/science/administration/operations/lab-departure.html)) completed

---

Name of Department Head or Designate  
Signature