

# Intent to Submit Thesis by End of

This form is to be used when students:

- 1) intend to complete the preliminary submission of their thesis to Scholarship@Western no later than the final day of the term<sup>1</sup>
- 2) have their thesis examinations scheduled in the following term.

Students who meet these criteria will be considered for Thesis Defense Only (TDO) status in the upcoming term. This completed form is to be submitted directly to SGPS at least five weeks prior to the end of term. Students, supervisors and Graduate Program Assistants will be notified by SGPS of TDO status approval.

Students registered in Thesis Defense Only status:

- x Will officially be registered at part time status, so are ineligible for Western Graduate Research Scholarship (WGRS), Teaching Assistantships and potentially other university or provincial/national scholarships.
- x Will not be charged tuition fees.
- x Will be charged part time ancillary fees; see the Office of the Registrar's website for amounts.
- x If international, will be charged for coverage by UHIP.
- x May opt into SOG's Health Plan (applicable for fall term only; please contact SOG's directly).
- x Cannot opt into Bus Pass.
- x May opt into Campus Recreation (please contact Campus Recreation directly).
- x Will not be eligible to remain in interest free OSAP status. Student loans will go into repayments six months after the last full time end of study period date. There is the possibility of the student changing from Thesis Defense Only status, or of requiring another term of studies and OSAP the student is urged to contact a Student Financial Aid officer immediately to ensure that no important deadlines with respect to applying for OSAP are missed.
- x Will be eligible to graduate at the Convocation held in the term following the TDO term.

In order to maintain TDO status, students must:

- x Successfully complete their thesis examination.
- x Complete all required thesis revisions.
- x Submit their final thesis to the School of Graduate and Postdoctoral Studies prior to the end of the TDO term.<sup>2</sup>
- x If these criteria are not met, the student will be required to pay part time tuition retroactively for the TDO term, and will continue to be registered and charged tuition and fees until the final thesis is submitted.

## Important Notes

<sup>1</sup> Please note that the required timelines for thesis submission are still in effect to allow for review by the examining committee:

- x Doctoral preliminary thesis submission - six weeks prior to thesis exam
- x Master's preliminary thesis submission - four weeks prior to thesis exam

<sup>2</sup> Although revisions and final thesis submission may be permitted six weeks after a successful thesis examination, the deadline for final thesis submission to maintain TDO status is the final day of the TDO term.

Student Name:

Student ID Number:

Graduate Program and Degree:

Student Signature and Date:

Supervisor Name:

Supervisor Approval Signature and Date:

If applicable: Co/Joint Supervisor Name:

Co/Joint Supervisor Approval Signature and Date:

Please submit completed form at least five weeks prior to the end of term to SGPS, room 1N07, International and Graduate Affairs Building. Questions may be directed to Kimi Maruoka, Manager of Student Academic Services [kmaruoka@uwo.ca](mailto:kmaruoka@uwo.ca)