

CAGS-ProQuest Distinguished Dissertation Awards

A Comprehensive Checklist

University: _____

Nominee: _____

- A letter of support from the Dean of Graduate Studies, which also includes the following information:
 - i. A description of the process used to select the nominee;
 - ii. The name and departmental affiliation of the nominee's research supervisor;
 - iii. The name and affiliation of the external examiner;
 - iv. The date of the defence and the date of final acceptance of the dissertation by the Graduate School.¹
- A letter from the student's supervisor or program director describing the reasons for the nomination, and why the dissertation constitutes a significant piece of original work.
- A copy of the external examiner's pre-defence report. The examiner's report must be dated and signed or otherwise authenticated by the Dean of Graduate Studies.
- An abstract of the dissertation, not exceeding 350 words, written by the candidate in non-technical language (the candidate should also be aware of their nomination for the award and provide the information in items 4 and 5; should this not be possible the reasons must be given in the letter from the dean).
- An up-to-date c.v. of the nominee.
- The name and coordinates of the person to contact for questions relating to the nomination.

¹ The date at which the final copy of the thesis, including all required corrections, is submitted to the graduate school.

