

Requesting a Reinstatement After Time Limit has Lapsed for Final Oral Exam

Doctoral students who did not complete their degree within the degree time limit may apply for reinstatement once only for the purpose of defending their thesis at a Final Oral Exam. A reinstatement may be requested for a maximum of 12 months starting in September, January, or May, and must have the approval of your department and the School of Graduate Studies. The Final Oral Exam must be held and all requirements completed within the 12-month reinstatement period; neither an extension of that time nor a second reinstatement will be permitted. The reinstatement fee for full-time students is equivalent to a one-session full time fee (Fall or Winter); part-time students are charged the part-time fee for the number of sessions (one to three) in which they will be reinstated. No fees will be charged for the sessions after the time limit for the degree.

To request a reinstatement, complete Section 1 of the form [Reinstatement After Time Limit for Final Oral Exam](#) and forward to your Thesis Supervisor for completion and approval. The form is then submitted to the OISE Registrar's Office, Graduate Unit. You will receive notification and a Fee Invoice once the reinstatement has been approved by the School of Graduate Studies.

See below for the [Reinstatement After Time Limit for Final Oral Exam Form](#).



**REINSTATEMENT AFTER TIME LIMIT
 FOR FINAL ORAL EXAMINATION**

Please submit this form to the OISE Registrar’s Office, Graduate Unit, 252 Bloor Street West, 4th Floor, Toronto, Ontario M5S 1V6

SECTION 1

Name: _____ Student # _____

Address: _____

Degree: _____ Department: _____

Thesis Supervisor: _____

Thesis Committee Members: _____

Thesis Title: _____

Original Degree Time Limit: (Date) _____

Last Registration: (Date) _____

I understand that all requirements for the degree, including the defence and submission of the thesis, must be completed within twelve months of the date of reinstatement.

Student’s Signature _____ Date _____

The University of Toronto respects your privacy. The information on this form is collected pursuant to section 2(14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admission, registration, academic programs, university-related student activities, activities of student societies, financial assistance and awards, graduation and university advancement, and for the purpose of statistical reporting to government agencies. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to www.utoronto.ca/privacy or contact the University's Freedom of Information and Protection of Privacy Office at 416-946-7303, Room 201, McMurrich Bldg., 12 Queen’s Park Crescent, Toronto, ON, M5S 1A1.

REINSTATEMENT REQUEST FORM

Student Name: _____

SECTION 2

Background information in support of reinstatement:

- 1. Tentative timetable for completion of thesis:
 - 1.1 Departmental Examination Date: (if any)_____
 - 1.2 Final Oral Examination Date: _____
- 2. Does the Thesis Supervisor/Supervisory Committee concur that the thesis is ready to go forward to examination?
- 3. Comments:

SECTION 3

I recommend that the above student be reinstated to defend the thesis within a period of 12 months, effective:

_____ September

_____ January

_____ May

Thesis Supervisor's Signature: _____ Date: _____

Department Chair's Signature: _____ Date: _____

SECTION 4: FOR S.G.S. USE ONLY

_____ Reinstatement Approved

_____ Reinstatement Refused

COMMENTS: