**Model letter 5 – Reply to PhD Office**

To: PhD Office

From: Chair Assessment Committee

Cc: Director Graduate School

Date:

Reference:

Subject: Assessment form by Assessment Committee

Attachment: Non-anonymized assessment forms

Dear PhD Office,

The Assessment Committee, appointed to assess the thesis entitled *[title thesis]* by *[name doctoral candidate]* has reached the following conclusion:

* The committee approves unconditional admission of the candidate to the defence of the thesis
* The committee approves the admission of the candidate to the defence of the thesis, on the condition of **minor revisions** to be made to the thesis
* The committee disapproves the admission of the candidate to the defence of the thesis

I herewith send you the original non-anonymized forms for your administration.

Signature of the chair of the Assessment Committee:

Date: