

Defense Scheduling Approval

Subject: Thesis Defense Approved - Schedule Confirmation

Hi [Student Name],

Great news! Your thesis defense has been approved and scheduled for [Date] at [Time] in [Location/Virtual Platform].

Your defense committee consists of:

- [Advisor Name] (Chair)
- [Committee Member 1]
- [Committee Member 2]
- [External Examiner] (if applicable)

Please ensure you submit your final thesis draft to all committee members at least two weeks prior to the defense date. The presentation should be approximately [Duration] minutes, followed by a Q&A session.

Technical requirements for your presentation have been attached. If you need any accommodations or have scheduling conflicts, please contact me immediately.

Best of luck with your preparation!

[Graduate Coordinator Name]

[Department]

[Contact Information]

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