**Model letter 7**

From: Supervisor(s)

To: PhD Office, MBB. 4-6

[Phd-office@maastrichtuniversity.nl](mailto:Phd-office@maastrichtuniversity.nl)

In accordance with Article 28 in the Regulation Governing the Attainment of Doctoral Degrees, the degree ceremony of ……………….. shall take place on (date) before a Supervisory Committee appointed by the Board of Deans.

To ensure that the Committee has a sufficient number of members present during the degree ceremony, I would like to add to the existing Assessment committee, consisting of:

committee member 1:

committee member 2:

committee member 3:

committee member 4:

committee member 5:

the following names:

To complete the list of members, the names of external members of the Supervisory Committee are listed below, including their function/special appointment, Institution,

email address and the proposed order of opposition.

The supervisor,

Prof.