

# REQUEST FOR APPOINTMENT OF COMMITTEE FOR PRELIM/FINAL EXAM

\_\_\_ MA/MS Final Committee    \_\_\_ PhD/EdD Preliminary Oral Exam    \_\_\_ PhD/EdD Final Oral Exam

Student Name \_\_\_\_\_ UIN \_\_\_\_\_

Student E-mail \_\_\_\_\_

Date of Examination (allow 4+ weeks) \_\_\_\_\_ Time \_\_\_\_\_

Examination Room: \_\_\_\_\_

**TENTATIVE TITLE** (same as appears on IRB approval)

The masters committee must consist of at least three (3) faculty members.

The doctoral committee must consist of four (4) or more members. At least three (3) members, including the adviser/chairperson, must be members of the Graduate Faculty. At least two (2) members must be tenured. At least one (1) member must be from outside the student's field of specialization and the budgetary department of the student and advisor. Emeriti faculty who has been awarded continuing membership on the Graduate Faculty may serve on and chair committees.

Committee members (names are listed only to appoint committee):

\_\_\_\_\_  
Chair Department

\_\_\_\_\_  
Contingent Chair (recommended) Department

\_\_\_\_\_  
Director of Thesis/Dissertation Research (if different from Chair) Department

\_\_\_\_\_  
Voting Member Department

\_\_\_\_\_  
Voting Member Department

\_\_\_\_\_  
Voting Member Department

\_\_\_\_\_  
Voting Member Department

**The committee request will be denied if absent (ABS), deferred (DFR), or excused (EX) grades (other than 599) are on record.**

Return form to Academic and Instructional Services Office, Room 345 Education, MC-708