



Request to Schedule the M.S. Paper Presentation

PLEASE PRINT ALL INFORMATION

Name _____

E-mail address _____

Paper title _____

Advisor(s) _____

Date _____ Time _____

Location _____

Please note:

The completed paper should be delivered to all committee members, and the presentation scheduled with the graduate program staff assistant at least two weeks prior to the presentation date. The staff assistant will arrange the required publicity and reserve a room.

You should inspect the room prior to your presentation. If equipment is needed, you are responsible for reserving the equipment.