

Request to Schedule the
Thesis Defense

___ M.S. Thesis Defense

___ Ph.D. Thesis Defense

PLEASE PRINT ALL INFORMATION

Name _____

E-mail address _____

Thesis title _____

Advisor(s) _____

Date _____

Time _____

Location _____

Please note:

The completed thesis should be delivered to all committee members, and the defense scheduled with the graduate program staff assistant at least two weeks prior to the defense date (three weeks prior for a Ph.D. thesis). 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. If you plan to have refreshments, you must provide them.