

G300

Office of Academic Affairs
Graduate College
Illinois Institute of Technology
110 Main Building
Chicago, IL 60616

Masters Final Thesis, Project Review, or Comprehensive Exam Committee and Exam Scheduling

Please type or print. Only one original is required.

1. Student must arrange the committee with his/her academic advisor by the third week of classes.
2. The form with committee member names and exam or review date must be submitted to the Office of Academic Affairs no later than two weeks prior to the exam or review date.
3. Approved copies will be mailed to all parties by the Office of Academic Affairs.
4. Exam or review results (Form 303) are due to the Office of Academic Affairs within 72 hours of the exam or review time/date. Exam or review results must be submitted to the Office of Academic Affairs by the academic advisor on Exam Results Form 303.
5. Exam or review results must be received by the Office of Academic Affairs no later than one week prior to the last day of classes/lectures.

Final thesis defense Project Review Comprehensive Exam (check one)

Student's Last Name

First Name

I have personally contacted each member of the committee who has agreed to serve at the time and place indicated; this will be the first or second time (circle one) I am taking the examination or review.

Address

City

State

Zip

Student's Signature

Date

Email

Student ID/CWID

Major

I recommend that the following committee be appointed by the Dean of the Graduate College:

Department Chairman Signature _____

Date _____

Committee Names (print or type) _____

Department or Address _____

Committee Chairman _____

Exam or review must be conducted in sufficient time to meet all deadlines as stated above.

**Final examination or
review schedule**

Date _____

Time _____

Room - Building _____

The above named committee is hereby appointed by the Dean of the Graduate College to conduct the above examination(s) or review(s) at the assigned time(s):

Dean of Graduate College Signature _____

Date _____