

301B

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

Ph.D. Thesis Committee Final Oral Exam Scheduling

Please type or print. Only one original is required.

1. Student must arrange committee with his/her academic advisor by the third week of classes.
2. The form with committee member names and exam date must be submitted to the Office of Academic Affairs no later than two weeks prior to the exam date.
3. Approved copies will be mailed to all parties by the Office of Academic Affairs.
4. Exam results (Form 309) are due to the Office of Academic Affairs within 72 hours of the exam time/date. Exam results must be submitted to the Office of Academic Affairs by the academic advisor on Exam Results Form 309.
5. Exam results must be received by the Office of Academic Affairs no later than one week prior to the last day of classes/lectures.

Student's Name and Mailing Address:

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/second time (circle one) I am taking the examination.

Student's Signature

Date

Student's Major (e.g. Physics)

Student ID/CWID

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	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Outside Member (from IIT, mandatory)	_____	_____	_____
External Member (non-IIT, optional)	_____	_____	_____

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

Final Oral Examination Schedule	Date	Time	Room - Building
_____	_____	_____	_____

Title of Dissertation _____

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

Dean of Graduate College Signature _____ Date _____