

**Syracuse University**  
**School of Information Studies**  
Doctoral Form #7  
**Scheduling a Proposal Defense**

Student's Name: \_\_\_\_\_

---

**Part I** (to be completed by the student)

I request that a meeting be scheduled on:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Place: \_\_\_\_\_

for the defense of my dissertation proposal entitled: \_\_\_\_\_

---

All members of my committee are available at that time. They are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

At least three (3) weeks prior to the above date, I will provide:

- 1) one complete copy of the final proposal to each member of my committee
- 2) one copy of the final proposal to the School office for loan
- 3) abstracts of the proposal and announcements of this meeting will be distributed to all faculty members, all doctoral students in residence and posted for others.

Signed: \_\_\_\_\_  
Student Date

---

**Part II** (to be completed by the advisor)

Justification for the Defense (check one of the following)

\_\_\_\_\_ The student has taken whatever steps (e.g., consulting with others, meeting with the committee) are necessary to insure that all aspects of the proposal are sufficiently developed and that the student is prepared to defend it.

\_\_\_\_\_ Other \_\_\_\_\_

Signed: \_\_\_\_\_  
Advisor Date

---

Approved: \_\_\_\_\_  
Program Coordinator Date