

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:

Two weeks prior to the above date, I will provide:

- 1) one copy of the final proposal to each member of my committee
- 2) one copy of the final proposal to the iSchool office (114) for display
- 3) abstracts of the proposal and announcements of this meeting to be distributed to all faculty members, all doctoral students in residence and posted for others.

Signed: _____ Date _____
Student

Part II (to be completed by the advisor)

Justification for the Defense (check one of the following)

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

_____ Other _____

Signed: _____ Date _____
Advisor

Approved: _____ Date _____
Program Manager

This meeting has been confirmed, and recorded in the PhD calendar and program records.