



Nomination of Master's Thesis Committee & Degree Designation

To: The Dean of Graduate Education

From: _____
Graduate Program Director, please print Signature Date

Re: Student () Mr. () Ms. _____ Program _____

RIN _____ E-mail _____

Current Address _____

The student whose name is given above has arranged to conduct his/her thesis work for the degree of:

M.S. M.F.A. M. Arch. with Professor _____

The Department of _____ program recommends the following committee:

PROPOSED MASTER'S COMMITTEE	Dept.	Signature and Date
(1) _____, Chair	_____	_____
Name	Dept.	Signature/Date
(2) _____	_____	_____
Name	Dept.	Signature/Date
(3) _____	_____	_____
Name	Dept.	Signature/Date

*The Electronic Arts program requires a committee of 4 members: a Thesis Advisor (Chair), two Arts Faculty members, 1 outside member. Students who have questions should consult their Graduate Program Director.

* _____
Name of Outside Member Dept. Signature/Date

For information on giving a required Oral Presentation, please see next page for instructions.

OFFICE OF GRADUATE EDUCATION APPROVAL

_____ For Graduate Education Date _____

cc: **Student
Department
Registrar's Office**

INSTRUCTIONS:

Nomination of Master's Thesis Committee & Degree Designation

1. Complete form and obtain required signatures by the Degree Application due date of the semester the student intends to graduate. See specific date listed in the [Academic Calendar](#) .
2. The committee should consist of three full-time, tenure track faculty members from student's graduate program. However, The Electronic Arts program requires a committee of 4 members: a Thesis Advisor (Chair), two Arts Faculty members, 1 outside member. Students who have questions should consult their Graduate Program Director.
3. The required Oral Presentation, which must be approved by your Advisor, can be one of the following:
 - a. Program or Institute Seminar
Please Note: A presentation announcement must be posted publically within your department (electronic or paper copy) at least two weeks prior to the date of the presentation. A copy of the announcement must be included when you submit the Record of Master's Thesis Presentation to the Office of Graduate Education. Entire committee required to be present.
 - b. Presentation given at a conference or symposium. A copy of the schedule/announcement must be included when you submit the Record of Master's Thesis Presentation to the Office of Graduate Education.
 - c. Traditional Thesis defense – entire committee required to be present.