

Request to Schedule Dissertation Defense for the PhD Degree



NYU

TANDON SCHOOL OF ENGINEERING

Graduate Academics

INSTRUCTIONS:

Polytechnic Institute

1. This form is to be completed by the Chairperson of the PhD Guidance Committee and then sent to the Office of the Associate Dean for Graduate Academics (see Prof. Jose Ulerio in RH412A) at least **2 weeks prior to the scheduled defense date.**
PLEASE INCLUDE A COPY OF THE ABSTRACT WITH THIS APPLICATION.
2. When this form is approved, copies of a notice, entitled "Notice of Scheduled Final Examination for the PhD Degree" will be sent to the student, the committee members, the department head, and the Guidance Committee Chairperson for distribution to select members of the faculty as an invitation to attend the exam.

STUDENT INFORMATION:

_____ N _____
 First Name Last Name Univ ID

_____ _____
 Email Address Telephone Number Net ID

_____ _____
 Academic Home Department Academic Major

Previous Degrees (e.g., BS Electrical Engineering)	School	Country	Year

_____ Semester & Year Passed Qualifying Exam

GUIDANCE COMMITTEE:

_____ Chairperson	_____ Chairperson Email	_____ Dissertation Adviser	_____ Dissertation Adviser Email
_____ Committee Member#1	_____ Committee Member#1 Email	_____ Committee Member#2	_____ Committee Member#2 Email
_____ Committee Member#3	_____ Committee Member#3 Email	_____ Committee Member#4	_____ Committee Member#4 Email
_____ Committee Member#5	_____ Committee Member#5 Email	_____ Committee Member#6	_____ Committee Member#6 Email

_____ Major _____ Date Satisfied _____ Minor (if applicable) _____ Date Satisfied

_____ Dissertation Title

REQUEST TO SCHEDULE EXAMINATION:

I have verified the above information and hereby request that the dissertation defense and the final examination for the PhD for the above named candidate be scheduled as follows:

Date of Examination: _____ Time: _____ Location: _____

_____ Chairperson's Name _____ Signature _____ Date

STUDENTS: DO NOT WRITE BELOW THIS LINE
ADMINISTRATIVE ACTION:

_____ Jose Ulerio, Operations Manager _____
 Graduate Academics Signature Date