



Doctoral Dissertation Meeting Form

The student must submit this completed form at least two weeks prior to holding a dissertation proposal or final defense conference. Please complete this form after advisor approves your meeting and when you have worked with your committee members to determine a meeting date and time. An email response will be sent to the student's SCSU email from the Center for Doctoral Studies. It is the student's responsibility to notify their dissertation committee of meeting location. The Center for Doctoral Studies office will also send public notifications for guests to attend dissertation final defense conference meetings. Please return this form to: Michele Braun-Heurung at mbraunheurung@stcloudstate.edu.

Student Name (Last, First, Middle)

Student Tech ID Number

HuskyNet Email Address

Phone Number

Graduate Program

Date of Meeting

Time of Meeting

Please select which meeting you are scheduling:

- Dissertation Proposal Conference Dissertation Final Defense Conference

Meeting Space/Equipment Needs: A meeting space on the *SCSU Campus* will be reserved for you which has a PC computer and a projector screen.

Please specify specific needs:

A committee member is requesting to attend the meeting: online phone other _____

I am requesting to conduct my presentation online

Please specify any further needs you have:

Dissertation Topic

Dissertation Chair Name

Dissertation Committee Member Names

Dissertation Chair (Signature)

Dissertation Chair Name (Print)

Date

FOR OFFICE USE ONLY: Student Notified