

This form is used to report to the School of Graduate Studies the completion of a dissertation proposal committee conference for a culminating project.

Prior to holding the dissertation proposal conference, the student and advisor must confirm the following:

- Student is fully admitted to a graduate program**
- Student has an approved program of study on file**
- Student has a GPA of 3.00 or higher in the graduate program**
- Student maintained continuous enrollment following doctoral candidacy**
- Committee Approval form has been approved by the School of Graduate Studies**
- Student meets program specific requirements for eligibility to hold dissertation proposal conference (if applicable) (see program handbook)**

The School of Graduate Studies will not approve any dissertation proposal evaluation completed prior to meeting the above conditions.

REPORT OF DOCTORAL DISSERTATION PROPOSAL EVALUATION COMMITTEE

The committee appointed to conduct the Dissertation Proposal Conference of

_____ Ed.D
Student Name _____ Program Name _____

SCSU Student Tech ID: _____

The Dissertation Proposal Conference was held on _____ and it was conducted in conformity with the regulations established by the School of Graduate Studies and the specified doctoral program.

Based on the examination, the Committee makes the following recommendation:

- Pass Pass with corrections/edits as listed Fail

Comments: _____

Committee:

Signature:

Chair	
_____	_____
_____	_____
_____	_____
_____	_____

Please return completed form to the School of Graduate Studies, 121 Administrative Services.



School of Graduate Studies Review

Student notified _____

Approved ___ Denied ___ Reason _____

Instructions

Prior to holding the Dissertation Proposal Conference

1. Request the student print and provide a copy of the degree audit report (DARS) and confirm student eligibility:
 - Student is fully admitted to the doctoral program
 - Student has a program of study on file
 - Student has a GPA of 3.00 or higher in the doctoral program
 - Student has passed their qualifying examination and attained candidacy
 - Student maintained continuous enrollment following doctoral candidacy (enrolled for a minimum of two of every three terms – summer, fall, spring)
 - Committee Approval form has been approved by the School of Graduate Studies.
 - Student meets program specific requirements for eligibility (if applicable). *Specific requirements should be listed in the program handbook.*
2. Confirm that all voting members are approved members of the graduate faculty. Permanent graduate faculty are listed [online](#). Permanent or temporary appointments to the graduate faculty must be approved at least two weeks in advance of the meeting. For SCSU employees, submit a signed Permanent or Temporary Appointment form to the School of Graduate Studies. To engage a person from outside SCSU, a signed External Committee Member form, signed volunteer agreement, and CV/resume must be submitted to the School of Graduate Studies. Faculty forms are online at <http://www.stcloudstate.edu/graduatestudies/faculty/facForms.asp>
3. Provide complete information on the form
4. Obtain all required signatures
5. Submit the completed, signed form to:
 - Michele Braun
 - Doctoral Center Facilitator
 - Center for Doctoral Studies
 - St. Cloud State University
 - B121 Education Building
 - 720 Fourth Avenue South
 - St. Cloud, MN 56301-4498
 - Phone: 320.308.4220
 - mlbraun@stcloudstate.edu
6. Notice of approval will be sent to the student's Huskynet email address and copied to the faculty chair
7. Request for clarification or additional information will be sent to the student's and/or faculty chair's Huskynet email address

Please note: Failure to meet any of the above conditions will invalidate the meeting and will affect the student's ability to complete the degree.