



In order to schedule the public dissertation defense, the following procedures must be observed:

1. The doctoral candidate must have applied for graduation, be currently listed in an active graduation class, and the candidate's graduation audit must show that all requirements except the defense and submission of the dissertation have been met.
2. This completed form along with the dissertation abstract (email abstract to jennifer.holm@wmich.edu) must be submitted to the Graduate College at least two weeks prior to the proposed defense.
3. A two-hour block of time must be reserved for the defense.

To notify the Graduate College of the candidate's defense, please provide the following information:

Candidate Name:

Degree:

Department/Academic Unit:

Date:

Time:

Place (including room number):

Dissertation Title:

Committee Chairperson:

Committee Members: