A picture containing font, logo, text, graphics

Description automatically generated **Application for Dissertation Proposal Review**

**And Constitution of Dissertation Committee**

**Registration Services**

847.866.3905 | registrar@garrett.edu | 2121 Sheridan Road | Evanston, Illinois 60201 | 800.SEMINARY| www.garrett.edu

Typing name into signature field and sending form .edu e-mail address constitutes signature.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **The student will meet with the advisor and the Director of the PhD Program to put together the dissertation committee. Once the dissertation committee has been set, the student needs to schedule a meeting for review of the dissertation proposal within three months of the oral exam. The Director of the PhD Program will need to be consulted for any proposed changes in the constitution of the dissertation committee after it has been set.** | | | | | | | | | | | | | |
| Student’s name: | | |  | | | | |  | | | | | |
| ID#: |  | | | | | | | Phone number: | |  | | | |
| Garrett-Evangelical e-mail address: | | | | | |  | | | | | | | |
| Scheduled Date & Time of Dissertation Proposal Review: | | | | | | | | Date: | | | |  | Time: |
| Check one:  Arrangements have already been made for the room where the review will be held. | | | | | | | | | | | | | |
| Room: | | | |  | | | |  | | | | | |
| I request that the PhD Coordinator make room arrangements. | | | | | | | | | | | | | |
| Committee Members/Academic Institution/Email: | | | | | | | |  | | | | | |
| Advisor: | | | | | Institution: | |  | | e-mail: | |  | | |
|  | | | | | Institution: | |  | | e-mail: | |  | | |
|  | | | | | Institution: | |  | | e-mail: | |  | | |
|  | | | | | Institution: | |  | | e-mail: | |  | | |
| Signatures: | | | | |  | |  | |  | |  | | |
| Student: | |  | | | | | | | Date: | |  | | |
| Advisor: | |  | | | | | | | Date: | |  | | |
| Director of PhD Program: | | | | |  | | | | Date: | |  | | |

Please submit this completed application (may be faxed to 847.866.3884, delivered or e-mailed), signed by your advisor and the PhD Director, to the PhD coordinator in the registrar’s office four to six weeks before the scheduled date of the dissertation proposal review.

A confirmation memo will be e-mailed to the student and all members of the student’s committee.