

# Biological Systems Engineering Graduate Program

## THESIS/DISSERTATION PRESENTATION

As stipulated in the degree requirements approved for the program by the Graduate Council, **students must make a public presentation of their thesis/dissertation that must be attended by the thesis/dissertation committee members<sup>i</sup>**. The procedure for scheduling the presentation and getting this form approved is as follows:

- (i) Select a date and time for your presentation in consultation with your committee members and the departmental seminar coordinator for the quarter (item A below). If the seminar is scheduled during the Summer, please contact the departmental seminar coordinator for the Spring quarter.
- (ii) Submit the form to the Graduate Adviser for approval. Retain the approved form with you until the day of the seminar.
- (iii) Graduate Adviser informs the Students Affairs Officer (SAO) to announce the seminar.
- (iv) Following the seminar the committee meets in a closed door session and makes appropriate recommendation on this form and signs it (item B below).
- (v) The student submits this form to the Graduate Adviser or SAO before the thesis/dissertation is submitted to the office of Graduate Studies.

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### (A) Approval of the Public Presentation:

Mr/Ms \_\_\_\_\_ has, with our agreement, scheduled a public presentation of his/her thesis research to be held on:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Room: \_\_\_\_\_

Signatures of members of the Thesis/dissertation Committee:

\_\_\_\_\_

Signature of the Graduate Adviser: \_\_\_\_\_ Date: \_\_\_\_\_

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- (B) **The Committee met following the presentation in a closed door session, and has the following comments on the research and thesis/dissertation** (Use the backside of this sheet for additional comments):

Signatures of members of the Thesis/dissertation Committee:

\_\_\_\_\_

Received by the Graduate Adviser: \_\_\_\_\_ Date: \_\_\_\_\_

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<sup>i</sup> Only under exceptional circumstances the seminar can be arranged when only two committee members can attend the seminar. In such a case, the member who cannot be present must appoint a proxy.