

ATTENTION: GRADUATE STUDENTS
School of Human Development and Organizational Studies in Education

DIRECTIONS FOR SUBMISSION OF SUPERVISORY COMMITTEE FORM

The form on the reverse side is a sample of the form that is submitted to the Graduate School to appoint your supervisory committee. Please fill in the blanks with as much information as you can and sign the form. Your committee chairperson, committee members, and the graduate coordinator **MUST** sign the agreement.

Important: If the Major or Degree areas have changed since you were first admitted to Graduate School, we must process a change of major form.

Remember: Master degree committee = **One** person is required to chair.

Specialist degree committee = **One** person is required to chair. However, if you think you might go on for the doctorate, you should consider establishing at least a three member committee.

Doctoral degree committee = **Must have four committee members**, two from the Educational Leadership Department, external from outside the Department, and the fourth can be from inside or outside the Department.

****Minors:** With the approval of the supervisory committee, the student may choose a minor field of study. Minor work may be completed in any department other than the major department. The grade for courses included in a minor must be a B or higher (no S/U grades allowed). At least 6 credits in the minor field are required for the master's degree and 12 credits in the minor field are required for the doctorate degree. Courses must be 5000 level or above. Minor courses may not be transferred from another university or from the master's degree.

If you have any questions about this form that your committee chairperson or other committee members cannot answer, contact the Graduate Coordinator or Angela Rowe, Program Assistant, Graduate Records & Admissions, 1215 Norman Hall, 352-273-4333.

