SUPERVISORY COMMITTEE FORM

**Directions**

The form 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 or submit an email agreeing to be part of the committee in lieu of signature.

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.**

1. Chair from within your academic program
2. A second member from within your academic program
3. A third member can be from inside or outside the program or school
4. An external from outside the School of Human Development and Organizational Studies in Education (HDOSE)

**\*\*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, 2-114 Norman Hall, 352-273-4333.

Recommendation and Appointment of Supervisory Committee

|  |  |  |
| --- | --- | --- |
| **First Name** |  | |
| **Middle Initial** |  | |
| **Last Name** |  | |
| **UF ID Number** |  | |
| **Street Address** |  | |
| **City, State Zip** |  | |
| **Phone** |  | |
| **GatorLink Email** |  | @ufl.edu |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | M.Ed. | M.A.E. | Ed.S. | Ed.D. | Ph.D. |
| **Degree Sought** |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Educational Leadership | Higher Education Administration | Student Personnel in Higher Education | **If there is a Minor, indicate it here. This is not required.** |
| **Major** |  |  |  |  |

|  |  |  |
| --- | --- | --- |
|  | New | Changed |
| **The following committee is:** |  |  |
| **If it is changed, please provide a reason:** |  | |

**COMMITTEE MEMBERS (signatures required or attach an email in lieu of signature)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Typed Name** | **Signature (or indicate “see attached email”)** | **UF ID # (for signatures only)** | **School/**  **Department** |
| **Chair** |  |  |  |  |
| **Committee Member** |  |  |  |  |
| **Committee Member** |  |  |  |  |
| **External Member** |  |  |  |  |