

REQUEST FOR REMOTE PARTICIPATION IN A THESIS OR DISSERTATION DEFENSE

Defense Information

Student Name

Banner ID (for security, use only last 4-5 digits)

Student Email Address

Academic Program

Defense Type: Thesis Proposal Thesis Final Defense PhD Preliminary Examination Dissertation Final Defense

Date of Defense

Time of Defense

Web-Conferencing Software

Major Professor / Committee Chair Confirmation

Under normal circumstances, all members of a Thesis/Dissertation Committee must be physically present in the examination room during the entire thesis or dissertation defense and during the committee's private deliberations following the examination. Participation by telephone is not permitted under any circumstances. Remote participation by video teleconferencing is permitted if the following requirements are met:

- The Major Professor / committee chair must request permission from the Graduate College in advance (using this form) before conducting a remote-participation defense.
- You must use approved web-conferencing software that allows all participants to see and hear each other during the entire defense.
- Committee members may participate from a remote site as long as the conferencing software supports the rules of conduct of the defense.
- The program is responsible for any costs associated with the remote participation. The remote participants must connect to the defense using hardware that will ensure that all participants are visible and audible and that connection is stable and available throughout the scheduled time of the defense.
- For dissertation defenses, the Graduate Faculty Representative is responsible for ensuring that all requirements for remote participation are met, that remote participation was uninterrupted, and if interrupted, that the defense was paused until all participants were fully restored. For thesis defenses, the Major Professor has this responsibility.
- The results of the defense must be submitted to the Graduate College using the appropriate form within 24 hours.

By signing below, I affirm that I have read the rules for a remote defense listed above and will ensure that all participants comply with these requirements.

Major Professor / Committee Chair
(Print Name)

Signature

Date

Department