

**College of Education and Human Services Thesis and  
Dissertation Defense Date Declaration Sheet**

Student Name

E-mail

Degree                      MA

Title of Project

Department

Area of Emphasis

Defense Date                            Time                      Location

Committee Member Names

Chair

Member

Member

Member

Member

Date submitted                            Department representative

Please take the following steps to submit this form:

1. The student/committee chair completes this form, including gathering the signatures of the committee members. Signatures represent acceptance of the proposed date.
2. Once complete, the form is submitted to the departmental representative at least two weeks in advance of the defense date.
3. The department representative ensures the form is complete and saves a departmental copy.
4. The department representative electronically submits the form to Maria Gaddis.
5. **No forms will be accepted within two weeks of the date listed on this form.**