

PLEASE RETURN THIS FORM DIRECTLY TO THE EdD PROGRAM OFFICE

Name: _____ Date of Meeting: _____
Last First

ULV Email: _____ Phone: (C) _____

Student I.D.: _____ (H) _____

☐ My mailing address on record has not changed (B) _____

Dissertation Title: _____

We agree that the student has provided us a final draft of the dissertation, abstract, and oral defense announcement in preparation for their meeting at the date, time, and place specified below.

DATE	TIME	LOCATION

ORIGINAL/SCANNED
SIGNATURES REQUIRED

_____, Dissertation Chair
_____, Committee Member
_____, Committee Member

THIS FORM AND ALL ITEMS LISTED BELOW MUST BE SUBMITTED AT LEAST 2 WEEKS PRIOR TO ORAL DEFENSE REQUIRED AND SUBMITTED BY THE DEADLINE FOR DESIRED COMMENCEMENT

COMMENCEMENT: ☐ SPRING DEADLINE APRIL 1ST ☐ WINTER DEADLINE IS NOVEMBER 15TH

Additional Requirements:

- Graduation Application *AND* fee (see current University of Laverne Catalog)
- Cap and gown order form (located online; see fee for current year)
- Completed Oral Defense Announcement. Email to Mary Soto at msoto@laverne.edu. The form is located online at <https://education.laverne.edu/edd/dissertation/>

SCHEDULE ORAL DEFENSE OF DISSERTATION

For Office Use Only

The Graduate Academic Services Office and the EdD Program office has received, and approves, your request to schedule the *Oral Defense* of your dissertation. All appropriate requirements, to date, have been fulfilled.

Approved/Dated: _____, Program Director or designee

Received by Organizational Leadership Doctoral Program Office _____

☐ Recorded and Accepted

(Date)

☐ Notice sent to campus and doctoral program community

Received by Graduate Academic Services _____

☐ Recorded and Accepted

(Date)