



Thesis/Dissertation Oral Defense Committee Recommendation Form

This form should be submitted to the Office of Graduate Education as soon as the proposal has been approved and IRB approval is received, but no later than the first day of the quarter in which the student expects to complete the degree.

Student Information

First and Last Name: _____ Student ID #: _____

Program and Degree: _____ Email Address: _____

Thesis/Dissertation Information

Thesis/Dissertation Proposal Approval Date: _____

Thesis/Dissertation Title: _____

The following questions are required:

1. Does the dissertation/thesis include human and/or animal subjects and/or chemical/biohazardous materials? Yes No
2. Does the dissertation/thesis include secondary data? Yes No
3. Was there an approved IRB, IACUC or IBC protocol or were you issued a not-human subjects research determination letter? Yes No
4. My approval/determination letter is attached as part of my submission to the Office of Graduate Education.
 Yes N/A

If you received an approval letter or HSR determination letter, please include that document with this submission to gradservices@du.edu

Contact irbadmin@du.edu if you have questions on the IRB process, iacuc@du.edu if you have questions on the IACUC process, and/or ibcadmin@du.edu if you have questions on the IBC process.

Oral Defense Committee Chair (outside chair)

Faculty Name _____ Rank _____ Department _____

If you have not yet selected your Oral Defense Committee Chair, you do not have to provide it on this form. However, you must provide it on the [Schedule of Oral Defense form](#), which must be submitted to the Office of Graduate Education at least four (4) weeks prior to your defense.

Thesis/Dissertation Director

The director is ordinarily a tenure-line or research faculty member of the candidate's graduate program. Under some circumstances, faculty with other designations (e.g. Clinical) can serve as the director with approval of the department/program chair and dean/designee.

Faculty Name _____ Rank _____ Department _____

Committee Members

Faculty Name _____ Rank _____ Department _____

- Tenure-line and research faculty from DU, including those outside the student's program, are automatically eligible to serve as voting members on committees if the subject is appropriate to their field of expertise
- Faculty with other designations (e.g., clinical, teaching, professor of the practice) are eligible to serve as voting members of the committee if they have been actively involved in research and scholarship in a relevant field and hold the research doctorate, terminal degree in the field, or equivalent record of research, scholarship, or achievement appropriate for the program. The faculty member's CV should be submitted to the dean or designee for approval.
- Individuals from other academic institutions may serve as voting members (not director) of the committee. If in a tenure-track or research faculty position in a relevant field at a university or research position in a National Laboratory, they are automatically eligible; if not, individuals must submit a current CV through the department chair for approval by the dean/designee. No more than one committee member can come from outside of DU.

Signatures

Student: _____
Name Signature

Thesis/Dissertation Director: _____
Name Signature

Department/Program Chair: _____
Name Signature

FOR USE BY THE OFFICE OF GRADUATE EDUCATION ONLY:

Processed by the Office of Graduate Education: _____ Date: _____