

# The School of Computing Defense Scheduling Form

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Name: \_\_\_\_\_ CUID#: \_\_\_\_\_

Type of Defense:

Directions: For a room assignment, please contact the School of Computing Administrative Assistant, Kaley Goodwin, at [kaleyg@clemsun.edu](mailto:kaleyg@clemsun.edu). Her office is located in 105 McAdams Hall.

Presentation Date: \_\_\_\_\_

Time: \_\_\_\_\_

Building/Room: \_\_\_\_\_

Please list your Advisory Committee. Once everyone has agreed to the date, time and place, print out this form, obtain the signature of the Committee Chair, then send the form to Adam Rollins, Graduate Student Coordinator, at [rollin7@clemsun.edu](mailto:rollin7@clemsun.edu), along with a copy of your title and abstract.

<u>Name</u>	<u>Department</u>	<u>Required Signature of the Committee Chair Only*</u>
_____	_____	_____
Advisor/Committee Chair		*Signifies all Committee Members will be present at the above date, time, and place.
_____	_____	
Selected Committee Member		
_____	_____	
Selected Committee Member		
_____	_____	
Department Appointed Member		

## Graduation Checklist:

- Submit an up-to-date Plan of Study (GS2). Instructions for completing the GS2 can be found [here](#).
- Review the Graduate School's thesis and dissertations directions [here](#).
- Email a copy of your abstract and title to Adam Rollins, at [rollin7@clemsun.edu](mailto:rollin7@clemsun.edu), at least two weeks prior to the presentation date above.
- Submit your defense to the [Student Defense Calendar](#).
- Submit your written proposal or dissertation to the Advisory Committee at least two weeks prior to the presentation date, unless waived by the Advisory Committee Chair.
- Remind your Committee Chair to complete and submit the [GS7M](#) (if a master's student) or [GS7D](#) (if a doctoral student) to Adam Rollins after your dissertation defense.
- Click [here](#) for a list of graduation deadlines.