The University of Texas Rio Grande Valley

INSTRUCTIONS

Change of Thesis / Dissertation Committee Form

The reason for this form would be to alleviate difficulties that may occur after a student has initially formed their Thesis or Dissertation committee. One major problem we have encountered in forming Thesis / Dissertation committees includes faculty members who began serving on committees and are no longer employed at UTRGV. Students who must finish their Thesis / Dissertation work do not have an advisor on campus and therefore are penalized. These students have requested changes in their committee chair or members. This form will assist in making all requests from the student official.

- 1. Press the <TAB> key to advance to the first field.
- 2. <TAB> will advance one field at a time.
- 3. <Shift> <Tab> will back up one field at a time
- 4. Click on the appropriate box to mark an "X"
- 5. Go to a specific page by pressing the appropriate page number in the bottom right comer of the screen.
- 6. When complete, you may Print the form by clicking File and then Print.

Note: It is not necessary to save this form once you print. Keep a copy for your files.

For questions, contact ETD@utrgv.edu

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Petition for Change in Thesis / Dissertation Committee

This form must be typed or word processed.

TO:	Graduate College			
FROM:		Committee Chair	Academic Program Coordinator/	
SUBJECT:	Petition for Change in T	hesis / Dissertation Committee	Faculty Director for	
		Name of Student	Student ID#	
Current Con	nmittee:			
Name:				
Chair:				
Proposed Comn	nittee change:	Department	Graduate Faculty Status	
Name:				
Chair:				
This change has	been requested for the f	ollowing reasons:		

(to be completed by the committee chair - attach additional information / justification as warranted)

By signing below the Program Director and Committee Chair certify the following: All committee members, current and proposed, are aware of and agree to these changes. The new member will have ample time to become familiar with the student's thesis/dissertation, accept the responsibility, and are aware that there will be no reimbursement for any expenses incurred. The final oral defense will not be held until at least 30 days after the effective date of these changes.

Signature, Academic Program Coordinator/ Faculty Director	Date	Signature, College Dean	Date
Signature, Committee Chair	Date	Signature, Associate Dean of The Graduate College (Dr. Sandra Hansmann)	Date

Please submit the signed copy to the Graduate College or send it to ETD@utrgv.edu. For questions, contact ETD@utrgv.edu.