

**MASTERS**  
**APPOINTMENT OF FINAL ORAL EXAMINATION COMMITTEE (GO-16M)**  
**for THESIS students only**

The adviser must submit this form to the Office of Graduate Studies no later than the date indicated on the Graduate Candidates' Deadline form for the intended term of graduation (in general, about a week before finals week of the term BEFORE the student hopes to graduate).

The student must deliver a complete readable, typed defense draft of the thesis to all members of the approved committee no fewer than 14 days before the oral defense.

The final oral examination committee shall consist of a minimum of three PSU faculty members. Two of the committee members (the thesis adviser and one other member) must be from the student's department; the third member may be from the student's department or may be PSU faculty from another department. The Chair must be regular PSU faculty, tenured or tenure-track, Assistant Professor or higher in rank; other members may be adjunct, but all committee members must have master's degrees (or higher). A maximum of two additional faculty may be added to the committee for a total of five members. If it is necessary to go off-campus for a committee member (beyond the requirement of three minimum PSU members) with specific expertise not available among PSU faculty, a CV for that proposed member must be submitted with this form; the maximum committee size remains five members. *All appointed members of the committee must be present for the oral examination.*

Effective Fall term 2007, a Graduate Office Representative is no longer required on master's thesis committees. However, **the GO-16M must be approved by the Office of Graduate Studies before a master's thesis defense.**

***NO DEFENSE SHALL BE VALID WITHOUT A THESIS COMMITTEE (GO-16M) APPROVED BY THE OFFICE OF GRADUATE STUDIES.***

**Any committee changes, for any reason, must be approved in advance by the Office of Graduate Studies.**

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**To be completed by the THESIS ADVISER**

Student \_\_\_\_\_ Student ID # \_\_\_\_\_

Student phone \_\_\_\_\_ Student email (PRINT CLEARLY) \_\_\_\_\_

Degree \_\_\_\_\_ Major \_\_\_\_\_ Department, if different from Major \_\_\_\_\_

If MA or MAT, passing of Language Requirement is a prerequisite. Date of FL exam \_\_\_\_\_ Language \_\_\_\_\_

Thesis title or topic \_\_\_\_\_

Will Human Subjects be involved in any way? \_\_\_\_\_ If yes, the Human Subjects Approval Memo **MUST** be attached.

**Estimated date of defense \_\_\_\_\_ Do not schedule without OGS approval of this form (GO-16M).**

COMMITTEE MEMBER

DEPARTMENT

Chair:		

***NO DEFENSE SHALL BE VALID WITHOUT A THESIS COMMITTEE (GO-16M) APPROVED BY THE OFFICE OF GRADUATE STUDIES.***

Thesis Adviser (printed name)	Thesis Adviser (signature – no stamps)	Date
Department Chair (printed name)	Department Chair (signature – no stamps)	Date

**Graduate Studies approval:**

Dean of Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_