

**GRADUATE SCHOOL OF EDUCATION
UNIVERSITY OF PENNSYLVANIA**

NOTIFICATION AND SCHEDULING OF FINAL DEFENSE OF DISSERTATION

Name: _____ Penn ID#: _____

Address: _____ Telephone#: _____

_____ e-mail: _____

Division: _____ Specialization: _____ Ed.D. _____ Ph.D. _____
(check one)

Committee Members: _____ (Chair)

Title of Dissertation _____

Day, Date and Time of Hearing:

Special Room Needs? No _____ Yes _____ Please specify: _____

TO BE COMPLETED BY THE DISSERTATION COMMITTEE CHAIR

The dissertation committee of the above named student certifies that the candidate is ready to hold his/her final defense hearing.

Signature, Committee Chair

Date

TO THE STUDENT:

Please return the completed form with **six copies** of your dissertation abstract to the Student Records Office **at least two weeks before the defense date**. You and your committee members will be notified of the room location. Notice of the hearing will also be posted on the bulletin board in the second floor administrative suite.

*****Please note:** Final Defense hearings are not normally held during the summer. Candidates who wish to hold the final defense during the summer must register and be billed for Dissertation Supervision (EDUC 995) for the summer session in which the final defense is held.