

**TEXAS TECH UNIVERSITY
HUMAN DEVELOPMENT AND FAMILY STUDIES
HDFS DOCTORAL DEGREE**

SECTION VII (Dissertation and Defense)

This section contains most of the following materials you will need during this part of your graduate program. Work with your advisor in completing these forms at the appropriate times. **These forms are your responsibility.** Forms are also available from the Graduate Secretary unless indicated that they are obtained through the Graduate School. Check boxes and dates on this page should be maintained for your records.

- Approval of Dissertation Proposal** (page 18)
Be sure that all members of your dissertation committee have signed this when your dissertation proposal has been approved. One copy should be submitted to the GHDFS Director. Date Completed _____

- Form for Reporting Change on Dissertation Title** (page 19)
This form must be approved by your Dissertation Committee Chair and submitted to the Graduate School with a copy to the HDFS Graduate Secretary. Date Completed _____

- Notice of Defense** (page 20)
To be posted by the student at least two weeks prior to your defense. See the Graduate Secretary for locations. Submit one copy to the GHDFS Director. Date Completed _____

- Final Doctoral Oral Examination (Defense) Notification of the Graduate School** (page 23)
This form must be typed or prepared on a computer and filed at least 3 weeks before the examination. It can also be accessed on-line from the Graduate School website at <http://www.depts.ttu.edu/gradschool/Forms.php>. See notification calendar for submission deadlines. Date Completed _____

- Dissertation Title Page** (obtained from Graduate School)
Request your title pages with the submission of your defense notification form. Out-of-town students may call in their requests. Date Completed _____

- Doctoral Defense Abstract** (Grad School website: <http://www.depts.ttu.edu/gradschool/Forms.php>.)
To be submitted with your defense notification form. An example and brief guidelines can be found in this section on page 23. Date Completed _____

- Notice of Completion of Dissertation Defense** (page 22)
Memo to the Graduate School, indicating successful completion of requirements for Ph.D. degree in Human Sciences and the completion date. This memo is completed by your advisor. Submit one copy to the GHDFS Director. Date Completed _____

NOTE! ALL STUDENTS NEARING GRADUATION

Deadline Packets, including Intention to Graduate forms, are printed and mailed to student's local address. Be sure to notify the Graduate School's Academic Advisor and the HDFS Graduate Secretary if your address has changed. Intents are due in the Graduate School by:

For Dates please look on Grad School Website:<http://www.hs.ttu.edu/gradschool>

September	for	December Graduation
January	for	May Graduation
June	for	August Graduation

If you do not graduate, a new form must be filed by the deadline for the semester during which you do graduate.