# PhD PROSPECTUS DEFENSE

1. **Candidate:**
   - **Family Name**
   - **First Name**
   - **BU ID**
   - **E-mail**

2. **Prospectus Title:**
   - **Abstract Attached? ( )**

3. **Prospectus Defense Committee:** Readers sign to indicate having received and READ a copy of the prospectus.

   **Advisor/Chair (1st Reader):**
   - **Signature**
   - **Print**
   - **Department**
   - **Phone**
   - **E-mail**

   **2nd Reader:**
   - **Signature**
   - **Print**
   - **Department**
   - **Phone**
   - **E-mail**

   **3rd Reader:**
   - **Signature**
   - **Print**
   - **Department**
   - **Phone**
   - **E-mail**

   **4th Reader:**
   - **Signature**
   - **Print**
   - **Department**
   - **Phone**
   - **E-mail**

4. **Preferred Examination Schedule:**
   - **Date**
   - **Time**
   - **Room**

5. **Approval of Examination Committee:**
   - **Signature of Grad Chair**
   - **Print**
   - **Date**

6. **Candidate has completed the Responsible Conduct of Research (RCR) course of study:** Yes ( ) No ( )
   Completion of the Advanced RCR requirement and Prospectus Defense are required to receive the post-Prospectus stipend increase.

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**CERTIFICATION OF PROSPECTUS DEFENSE RESULTS** (see explanation on reverse.)

7. **Committee Decision:**
   - Passed ( )
   - Failed ( )
   - Passed with conditions ( ) ***
   ***Conditions must be in writing

8. **Signature of Prospectus Defense Chair:** __________________________ Date: ______________________

9. **Signature of Grad. Chair:** __________________________ Date: ______________________
INSTRUCTIONS

a. **Candidate** – Complete items #1–4 and return to the Graduate Programs Manager at least two weeks in advance of the desired Prospectus Defense date. Attach a copy of your abstract. The department may appoint one additional reader.

**REMEMBER: Responsible Conduct of Research Requirement**
Please be reminded that all College of Engineering PhD students are required to complete the Advanced Responsible Conduct of Research (RCR) program prior to completing the Prospectus Defense. Successful completion of both the Advanced RCR requirement and the Prospectus Defense are required to receive the post-Prospectus stipend increase.

b. **Division Graduate Programs Manager** – Complete items #5 and #6. The original goes to the Defense Chair (abstract attached) and a copy (abstract attached) to the Division Office. The schedule must be set and appropriate parties notified at least two weeks in advance of the actual Prospectus Defense. The Graduate Programs Manager is responsible for arranging publicity for the defense. The Graduate Programs Manager is also responsible for indicating whether the RCR requirement has been met, which is a mandatory element toward successful completion of the Prospectus.

c. **Defense Chair** – Chair the Prospectus Defense and indicate the Committee’s decision in item #7 and sign item #8.

d. **Division Grad Chair** – The Division Grad Chair will sign to confirm the Committee’s decision in item #9.

e. The original form with signatures (any conditions attached) will be returned to the Division Office. Once item #9 has been signed, the Graduate Programs Manager will formally inform the student of the Committee’s decision.