

Notification to the Associate Dean of Academic Studies of Approval and Distribution of Final Draft of Student's Research Document Prior to Defense Date

1. The student's Major and/or Co-Major Advisor must **review and approve the final draft** of the student's thesis or dissertation **before** it is distributed to other members of the student's advisory committee.
2. The final draft of the thesis or dissertation must be submitted to all members of the student's advisory committee a minimum of thirty (30) days prior to the date of the seminar and defense.
3. The Graduate Registrar must have this notification on file to verify compliance within the 30-day policy. The seminar and defense should also be announced to the college community **at least two weeks prior** to the exam date. See defense scheduling form for details.

STUDENT LAST NAME	STUDENT FIRST NAME	M.I.	BANNER ID	DEGREE PROGRAM
DEPARTMENT		EMAIL ADDRESS		

Type of Research Document: Thesis Dissertation

Thesis or Dissertation Research Title:

Advisor Approval:

I certify that I have completed a review of the final draft of the thesis or dissertation of the above-named student and give approval for its distribution today to other members of the advisory committee.

APPROVAL SIGNATURES	
MAJOR ADVISOR	DATE
CO-MAJOR ADVISOR	DATE

**PLEASE RETURN THIS FORM WITH ORIGINAL SIGNATURES TO THE SMS REGISTRAR, WATERMEN'S HALL, ROOM 253.
ONLY DIGITAL SIGNATURES CAN BE SUBMITTED ELECTRONICALLY TO REGISTRAR@VIMS.EDU.**