

College of Education
Doctor of Education Final Report for the
Dissertation Public Lecture Presentation and Defense

Graduate Education Office
489 Education
5425 Gullen Mall
Detroit, Michigan 48202
(313) 577-1635
(313) 577- 7904 FAX

This form must be submitted typed. A PDF format of this form is available for completion on a computer with Adobe Acrobat Reader.

Name: _____ Date: _____

WSU ID: _____ E-mail: _____ Telephone: _____

Major: _____ Advisor(s): _____

Title of Dissertation: _____

PART 1: Certification: Dissertation is ready for the Public Lecture Presentation and Defense

This portion is to be completed and turned in to the Graduate Education Office (489, Education) two weeks prior to the Final Defense.

My signature below indicates I have read the dissertation, approve its content and certify that it is ready for the Public Lecture Presentation and Defense.

Dissertation Advisory Committee
 (Typed Names - Begin with Advisor)

Dissertation Advisory Signatures

Date

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Safe Assign certification has been obtained: _____
Advisor's Signature

Arrangements for the Public Lecture Presentation and Defense:

Date: _____ **Time:** _____ **Place:** _____

I have submitted (uploaded) my dissertation for a format check through the UMI/ETD website (*required*).

The Graduate Officer's Signature confirms submission of the dissertation for a format check.

College of Education Graduate Officer's Signature *Date*

PART 2: Committee Report on the Dissertation Public Lecture Presentation and Defense

This portion is to be completed following the defense, signed by all and returned IMMEDIATELY to the Graduate Education Office (489, Education). NOTE: If the candidate will need to make extensive corrections to manuscript (requiring more than 10 days) he/she should not be passed.

After review of the dissertation, and on the basis of the lecture presentation and defense, the Dissertation Advisory Committee certifies that the Candidate: Satisfactorily passed the Public Lecture Presentation and Defense
 Did not satisfactorily pass the Public Lecture Presentation and Defense

All Dissertation Advisory Committee Signatures

Recommendations:

Graduate Examiner

Instructions for the EdD Dissertation Public Lecture Presentation and Defense

The Dissertation Public Lecture Presentation and Defense is required of all doctoral candidates and centers upon the candidate's research and dissertation.

1. The candidate and the major advisor prepare Part I of the Final Report form. It must be signed by all committee members, indicating approval of the content of the dissertation for a Public Lecture Presentation and Defense.
2. The candidate submits the form to the Graduate Education Office (489, Education).
3. This form submitted at least **two** weeks in advance of the Public Lecture Presentation and Defense. The Safe Assign plagiarism check must be completed and certified before submitting the form.
4. The Graduate Officer of the College reviews the dissertation draft for format approval; verifies the appropriateness of the Committee; prepares and attaches a Graduate Examiner's Report Form; and returns both forms to the candidate's major advisor.
5. Prior approval from the Graduate Director of the College is required for any changes to the planned Dissertation Public Lecture Presentation and Defense.
6. The Final Report form, the Graduate Examiner's Report form with all signatures and marks, and a signed title page are returned to the Graduate Education Office (489, Education) IMMEDIATELY following the defense.

The Dissertation Advisory Committee

The student's Dissertation Advisory Committee shall consist of a minimum of three graduate faculty members:

- a. The Major Advisor from the Program Area of the concentration holding a valid Regular Graduate Faculty Appointment. The Major Advisor serves as the Chairperson of the Committee and as the Graduate Examiner in the Dissertation Public Lecture Presentation and Final Defense.
- b. A member of the graduate faculty from the Program Area of the concentration.
- c. A member of the graduate faculty from a Program Area outside of the concentration. This member need not necessarily be from the cognate area, but rather a person who has an interest and expertise in the area of the dissertation research.

The Dissertation Advisory Committee serves as the Examining Committee and certifies that the candidate's dissertation research methodology and techniques are accurate and constitute good practice, and the conclusions are reliable and can be defended. The Committee may question the candidate in any area it considers significantly related to the dissertation. The candidate may be passed if there is not more than one negative vote. Abstentions shall be considered negative votes. The Committee shall report its decision by signing this form, which shall be returned to the Graduate Education Office, 489 Education, immediately following the final defense.

Graduate Examiners

The Graduate Examiner is usually the major advisor and chair of the Committee. The doctoral candidate reserves the right to request from the Graduate Director of the College, the appointment of a Graduate Examiner. All such requests must be made in writing at least two weeks in advance of the final defense. A Graduate Examiner may also be appointed at the discretion of the Graduate Director of the College.

The Graduate Examiner is the presiding officer and is responsible for the conduct of the examination. The Dissertation Public Lecture Presentation and Defense may not be convened until all members of the Committee are present, nor may any committee member leave until the presentation is concluded. After the examination, the Graduate Examiner shall excuse the candidate until the committee has prepared its report. If the candidate has failed, the Graduate Examiner shall indicate to the candidate and to the Graduate Education Office (under "Recommendations") what additional work the candidate must do before a second examination is held. The second examination may not be held until at least one academic term had elapsed, but must be held within one calendar year following the first examination. Results of the second examination are considered final.

If during the Dissertation Public Lecture Presentation and Defense, any inappropriate incident occurs, or if any serious controversy between members of the Committee develops, or inappropriate informality is evident, the Graduate Examiner shall intervene, excuse the candidate, resolve the issue, and secure assent as to procedure before recalling the candidate and resuming the examination. If the issue cannot be resolved satisfactorily, the examination shall be recessed or postponed, and the problem referred to the Graduate Director of the College.

Conduct of the Doctoral Dissertation Public Lecture Presentation and Defense

The Doctoral Dissertation Public Lecture Presentation and Defense has three phases: the public lecture presentation and defense; a private meeting of the dissertation committee with the candidate; and the evaluation of the candidate's performance by the dissertation committee, in the absence of the audience and the candidate.

The Public Lecture Presentation and Defense

In the public presentation and defense, the candidate is expected to share the results of his/her dissertation research with the audience and the dissertation committee. This lecture or presentation may vary in length depending on the circumstances or discipline. Its conduct shall be under the jurisdiction of the candidate's dissertation advisor, serving as the Graduate Examiner. At the end of this public lecture or presentation, the dissertation committee members, as well as members of the audience, are encouraged to direct to the candidate questions pertaining to the presentation or research.

The Dissertation Advisory Committee's Meeting with the Candidate

At the conclusion of the public presentation and defense, the dissertation committee members meet privately with the candidate to pose further questions about the candidate's research or to address issues related to the dissertation manuscript. The Graduate Examiner presides at this meeting.

The Evaluation of the Candidate's Performance

Following completion of the public presentation and defense and the private meeting of the candidate with the committee, the dissertation committee members, in the absence of the candidate and audience, discuss the candidate's performance and decide whether or not he/she has passed the defense. If the candidate will need to make extensive corrections to the manuscript (ones requiring more than ten days), he/she should not be passed. The Graduate Examiner chairs the discussion and communicates the result to the candidate.

Important Notice to the Doctoral Candidate

The Final Report form, the Graduate Examiner's Report form and one signed title page must be submitted to the Graduate Education Office immediately following the defense.