

### A. MS Thesis-Option Forms

#### 1. [MS Thesis Committee Appointment Form](#)

- This form must be submitted, at the latest, one semester prior to the scheduled thesis defense
- The minimum number of MS thesis committee members is three (3)
  - The majority or at least two (2) out of three (3) MSEE thesis committee members must have greater than 50% appointments in the ECE Department at UTD
  - The majority or at least two (2) out of three (3) MSCE or MSTE thesis committee members must be affiliated with the CE/TE programs at UTD
- Student completes the form electronically & obtains all committee member signatures. If opting for digital signatures, please use a UTD computer and make sure that the UTD email address is visible on the signature pane
- For ECE Department Head and Graduate Dean signatures, email the pdf form to [ece-gradprogram@utdallas.edu](mailto:ece-gradprogram@utdallas.edu)

#### 2. Change in Thesis Committee Membership

- The MS Advisor must email the Dean of Graduate Studies ([marion.underwood@utdallas.edu](mailto:marion.underwood@utdallas.edu)) to provide justification regarding the need to change committee member(s)
- The Graduate Dean provides feedback and instructions to complete a new thesis committee appointment form
- The student or MS Thesis Advisor forwards both email chain between the MS Thesis Advisor and Graduate Dean, & revised thesis committee appointment form to [ecegradprogram@utdallas.edu](mailto:ecegradprogram@utdallas.edu)

#### 3. [Master's Thesis Examination Report](#)

- The Examination Report form is due within three (3) business days of the examination
- Make a duplicate for your records
- Submit the original to the ECE Graduate Program Office, ECSN 4.524 or email the pdf to [ecegradprogram@utdallas.edu](mailto:ecegradprogram@utdallas.edu)

### B. MS Thesis-Option Links

#### 1. [Academic Calendar](#) and [Office of Graduate Studies](#)

- Check both links for instructions and deadlines

#### 2. [Thesis Presentation Details](#)

- This online form is due a minimum of two (2) weeks prior to the scheduled MS thesis examination

#### 3. [Formatting & Submission Guidelines for Master's Thesis](#)