

A. PhD Forms1. [ECE Doctoral Qualifying Exam](#) 2. [Dissertation Committee Appointment Form](#) 

- This form must be submitted after passing the QE and in the semester the student completes fifty four (54) credit hours
- The minimum number of Dissertation Committee Members is four (4)
 - ◇ The majority or at least two (2) out of four (4) EE dissertation committee members must have greater than 50% appointments in the ECE Department at UTD
 - ◇ The majority or at least two (2) out of four (4) CE or TE dissertation 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 to ecegradprogram@utdallas.edu

3. [Change in Dissertation Committee Membership](#)

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

4. [Report of Examination for Doctoral Proposal](#) 

- The doctoral proposal examination must be passed at least one semester prior to the scheduled dissertation final oral examination
- 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
- Email a copy to [ECE HR](#) and cc your PhD Advisor

B. PhD Links1. [PhD Request for Final Oral Examination](#)

- This form is due a minimum of two (2) weeks prior to the scheduled dissertation final oral examination

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

- Check both links for instructions and deadlines

3. [Dissertation Presentation Details](#)

- This online form is due a minimum of two (2) weeks prior to the scheduled dissertation final oral examination

4. [Formatting & Submission Guidelines for Doctoral Dissertation](#)