



Office of Graduate and Professional Studies

Request and Announcement of the Final Examination

(Submit to the Office of Graduate and Professional Studies at least 10 working days prior to the defense date)

Please click on the following link to submit a Public Defense Announcement on the OGAPS website: <http://tx.ag/defense>
(Note: The STUDENT must submit the Public Defense Announcement request themselves due to FERPA requirements. The student must authenticate in order to access the defense request and their identity will be verified before publishing.)

Permission is requested to hold final examination for _____

i.d.# _____ for the degree of _____.

All committee members have been consulted and have agreed to the following schedule:

Date: _____

Time: _____

Location: _____

Print/type name and sign below to indicate the student's academic records have been reviewed, and he/she is qualified to take the final examination.

Signature: _____ **Approved Chair**

Type/Print Name:

Signature: _____ **Approved Co-Chair**

Type or Print Name:

Signature: _____ **Approved Dept Head**

Type or Print Name:

List committee member names (excluding co-/chair and dept. head) below; signatures are not required.

Department and/or student should provide copies to committee members.

_____ Committee Member

_____ Committee Member

_____ Committee Member

_____ Committee Member

(if applicable) _____ will substitute for _____

GRADUATE ADVISORS CHECKLIST: PLEASE COMPLETE THE CHECKLIST BELOW TO CONFIRM THAT THE STUDENT IS MEETING ALL REQUIREMENTS TO HOLD A FINAL EXAM.

Applied/should apply for _____ graduation _____ Coursework completed _____

_____ Residency requirement

Lacks: _____

_____ Overall GPR

_____ Degree Plan GPR

Incompletes: _____

_____ Admitted to Candidacy (Ph.D. only)

Registered: _____

_____ Proposal

Prelims _____