

Request and Announcement of the Final Examination

Instructions. (1) Departmental members (e.g., graduate advisors, committee chairs) should complete the form. (2) **From their official TAMU email address**, the delegated departmental staff or authorized signer should submit the completed form to ogaps@tamu.edu 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 _____
(UIN) _____ for the degree of _____

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

Date: _____

Time: _____

Location: _____

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

Type/Print Name: **Approved Chair**

Type/Print Name: **Approved Co-Chair**

Type/Print Name: **Approved Dept. Head**

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 _____