



UNIVERSITY OF MARYLAND, COLLEGE PARK
Office of the Registrar



NOMINATION OF THESIS OR DISSERTATION COMMITTEE

This form must be submitted to the Office of the Registrar at least 6 weeks before the examination and before the established deadline dates

Date: \_\_\_\_\_

Print Full Name (Last, First, Middle)

Student University ID Number (UID)

Address

Graduate Program Code

City, State, Zip

Degree Sought: \_\_\_\_\_

(Area Code) Telephone

Email Address

Title of Thesis or Dissertation: \_\_\_\_\_

Are Human Subjects involved in the research? \_\_\_ Yes \_\_\_ No (If yes, please attach a copy of the approval from University Institutional Review Board [IRB])
Are vertebrate species (birds, mammals, fish, etc.) involved in this research? \_\_\_ Yes \_\_\_ No (If yes, please attach the UMCP Animal Care and Use Committee (UMCP-ACUC) form, showing protocol number and approval date)
Is recombinant DNA/RNA involved in this research? \_\_\_ Yes \_\_\_ No (If yes, please attach a copy of the approval from the UM Institutional Biosafety Committee).
Publication of a thesis or dissertation (in part or entirely) may compromise certain intellectual property rights. Contact the Office of Technology Commercialization (www.otc.umd.edu) if you envision eventual commercialization of your work.
Expected Oral Examination Date \_\_\_\_\_ (Please note that an oral examination may not be held until the Office of the Registrar approves the recommended committee.)

List all nominees on the table provided on the reverse of this form.

Is this a \_\_\_ New Committee \_\_\_ Revised Committee?

If this is a revised committee, did the original committee ever meet? \_\_\_ Yes \_\_\_ No (If yes, please explain using a separate sheet. If the candidate failed before the original committee, please attach a letter of explanation from the Director of Graduate Studies.)

Advisor (Print Name then Sign) Date

Telephone Extension/Email Address

Director of Graduate Program (Print Name then Sign) Date

Telephone Extension/Email Address

For the Registrar or Designee

Date

Note: Nomination for Graduate Faculty Members is available online at https://gradschool.umd.edu/forms

Please return this form to:

The Office of the Registrar
1113 Mitchell Building • University of Maryland
College Park, Maryland 20742-5121
Email: registrar-graduate@umd.edu
Fax: 301-314-9568

**Nominated Committee:**

Name and Rank (or Title)	Program/Department/Place of Employment	Registrar Use Only
Chair:		
Dean's Representative (Doctoral Committees Only):		
Is the Dean's Representative a voting committee member?	____ Yes                      ____ No	

**The Master's Thesis Examination Committee:**

- Minimum of three voting members of the Graduate Faculty, including two Full Members.
- Chair should be the student's advisor and a Full Member of the Graduate Faculty.
- Faculty that leave UMD (except Emeriti) are Grad Faculty for one year and are then nominated as Special Members.

**The Doctoral Defense Committee:**

- Minimum of five voting member of the Graduate Faculty, including three Full Members.
- Chair should be the student's advisor and a Full Member of the Graduate Faculty. Requests for a Co-chair must have prior Graduate School approval.
- Each committee needs a Dean's Representative as a voting or non-voting member. The Dean's Representative must have a research interest related to that of the student. The Dean's Representative must be a tenured member of the Graduate Faculty and must be from another tenure home than the student's primary advisor, or co-advisor(s).
- Faculty that leave UMD (except Emeriti) are Grad Faculty for one year and are then nominated as Special Members.

**Graduate Faculty Categories:**

- Full Members are UMD faculty that are tenured or on the tenure-track.
- Adjunct Members include visiting, adjunct, and affiliated faculty who can serve on thesis or dissertation committees.
- Special Members are qualified scholars outside UMD. They are approved for renewable five-year appointments

**Prerogatives of Membership by Category:**

**Full Members** of the Graduate Faculty are eligible to teach courses restricted to graduate student enrollment; serve on program graduate committees; direct Master's thesis research and chair Master's thesis examining committees; direct doctoral dissertation research and chair doctoral dissertation examining committees; and vote for and serve on the Graduate Council and its committees.

**Adjunct Members** of the Graduate Faculty are eligible to teach courses restricted to graduate student enrollment, serve on program graduate committees, direct Master's thesis research, chair Master's Thesis Examining Committees, and co-direct doctoral dissertation research, but not direct doctoral dissertation research or chair Dissertation Examining Committees.

**Special Members** of the Graduate Faculty are eligible to serve on program graduate committees and co-direct Master's thesis research, but may not direct or co-direct doctoral dissertation research or chair Master's Thesis or Doctoral Dissertation Examination Committees.

For the most up-to-date policy information please consult the Graduate Catalog at  
<http://apps.gradschool.umd.edu/Catalog/policy.php>