

# Sociology Ph.D. Committee Approval Form

(August 2011)

## Ph.D. Supervisory Committee Rules

Ph.D. committees must be established by the time a student has completed 12 semester credit hours of course work or the end of their second semester, whichever comes **first**. The committee consists of at least four members, all of whom must have graduate faculty status. The Sociology program and the Graduate School requires that three members must be from the department graduate faculty or approved departmental faculty affiliates and the fourth member must be an external member from outside the department. The committee chair must be a department graduate faculty member with tenure line or 50% appointment in the department and have expertise in the substantive area in which the student plans to work. Affiliate department members may serve as a committee co-chair or member. The student should consult with the proposed supervisory committee chair when determining the other members and obtain their consent. The outside member should have expertise related to the student's research interests. If the student has an out-of-department minor, the outside member must come from the minor department.

## Procedures for Supervisory Committee Approval

1. Ask a faculty member to be your chair, and if the person agrees, ask for input on whom the remaining members of the committee should be.
2. Ask the remaining suggested/preferred faculty members if they will serve on your committee.
3. Have the faculty members who agree to serve on your committee sign this form.
4. Submit the form to the Graduate Coordinator for approval. If approved, the Graduate Coordinator will enter the committee into GIMS..

<b>Student Name:</b>	<b>Student UFID:</b>	<b>Primary Specialty Area</b>	<b>New or Revised Committee?</b>

## Chair of the Ph.D. Supervisory Committee

Name (print)	Signature	Date

## Internal Departmental Members of the Supervisory Committee (at least 2)

Name (print)	Signature	Date

Name (print)	Signature	Date

Name (print)	Signature	Date

## External Member of the Supervisory Committee

Name and department (print)	Signature	Date

## Graduate Coordinator

Name (print)	Signature	Date
	<b>Date entered into GIMS:</b>	