

**Instructions for the Dissertation Defense**  
**Ph.D. in Statistical Science**  
**William F. Rosenberger, Program Director**

The Dissertation Advisor determines when the student is ready to defend the dissertation.

The *latest date* to submit the final doctoral dissertation to the library is 1 business day prior to the official last day of classes for the semester in which you wish to graduate. The Dissertation Defense should be scheduled no later than 8 business days before the day the dissertation must be submitted. The Pre-Defense must be scheduled *at least* 14 days prior to the Doctoral Dissertation Defense.

*Beginning of the semester you intend to graduate:* Fill out the Registrar's Intent to Graduate form online and give the Program Director the Application for Graduation.

*3-months before the defense:* Meet the dissertation coordinator in the Fenwick Library to discuss the formatting of the written dissertation.

*2-months before the defense:* Query the Doctoral Studies Committee and the Program Director for appropriate dates for the Pre-Defense and the Defense. Work with Liz Quigley to establish a room and time for both.

*1-month before the defense:* The Doctoral Dissertation Defense flyer with the abstract of the dissertation is printed, posted in the Johnson Center, and distributed across campus. Liz Quigley has the template.

*2-weeks before the pre-defense:* All committee members should have a draft dissertation copy. Students should print out the dissertation and give to committee members, rather than asking the committee members to print out an electronic file.

*The Pre-Defense:* Attended by the Doctoral Studies Committee and the Program Director. Visitors not allowed. Student should give a 45 minute presentation on the dissertation work and answer Committee questions. The Committee and Program Director will ask for relevant changes to the presentation and the written dissertation and will determine if the dissertation is defensible. If the dissertation is not deemed defensible, the student has one more opportunity to schedule a Pre-Defense. If the dissertation is not deemed defensible for the second time, the student is terminated from the program. Immediately following a successful Pre-Defense, a copy of the dissertation should be placed in the Johnson Center Library Reserve.

*The Defense:* The student will give a 45 minutes presentation to the Doctoral Studies Committee. (The Program Director does not attend the defense.) The defense is open to the public and visitors are encouraged.

*After the defense:* The successful candidate is responsible for printing out the relevant copies of the final thesis, including the signature pages, and getting appropriate signatures. A complete signature page should be given to the Department for official recording.

Two copies of the thesis should be bound, one for the Department and one for the dissertation advisor. The bound thesis should include the completed signature page. The library will give you an order form.