

ATTENTION: GRADUATE STUDENTS
DEPARTMENT OF EDUCATIONAL ADMINISTRATION AND POLICY

DIRECTIONS FOR SUBMISSION OF SUPERVISORY COMMITTEE FORM

The form on the reverse side is a sample of the form that is submitted to the Graduate School to appoint your supervisory committee. Please fill in the blanks with as much information as you can and sign the form. Your committee chairperson, committee members, and the graduate coordinator **MUST** sign the agreement.

Important: If the Major or Degree areas have changed since you were first admitted to Graduate School, we must process a change of major form.

Remember: Master degree committee = **One** person is required to chair.

Specialist degree committee = **One** person is required to chair. However, if you think you might go on for the doctorate, you should consider establishing at least a three member committee.

Doctoral degree committee = **Must have four committee members**, two from the Educational Leadership Department, external from outside the Department, and the fourth can be from inside or outside the Department.

****Minors:** With the approval of the supervisory committee, the student may choose a minor field of study. Minor work may be completed in any department other than the major department. The grade for courses included in a minor must be a B or higher (no S/U grades allowed). At least 6 credits in the minor field are required for the masters degree and 12 credits in the minor field are required for the doctorate degree. Courses must be 5000 level or above. Minor courses may not be transferred from another university or from the master's degree.

If you have any questions about this form that your committee chairperson or other committee members cannot answer, contact the Graduate Coordinator or Angela Rowe, Program Assistant, Graduate Records & Admissions, 258 Norman Hall 352-392-2391 x 259.

**DEPARTMENT OF EDUCATIONAL ADMINISTRATION AND POLICY
UNIVERSITY OF FLORIDA
RECOMMENDATION AND APPOINTMENT OF SUPERVISORY COMMITTEE**

DATE _____

Last Name	First	Middle	UF ID Number
			Address
Telephone No. (Home)			
City	State	Zip	Telephone No. (Business)
Gator Link Email			FAX

Indicate Degree and Major:

Degree sought: M.A.E. _____ M.Ed. _____ Ed.S. _____ Ed.D. _____ Ph.D. _____

EDA _____ Educational Leadership	HIE _____ Higher Education	SPH _____ Student Personnel
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****Minor** _____
Show valid college and major code--**must** have representative from minor dept. on committee

The following committee is: NEW _____ CHANGED _____ SAME _____

If this is a changed committee please provide a reason for the change. _____

All Members must be appointed to the Graduate Faculty and must sign this form

Print Name	Signature	UF ID #	Dept
Chair _____	_____	_____	_____
Cochair _____	_____	_____	_____
Member _____	_____	_____	_____
Member _____	_____	_____	_____
External Member _____	_____	_____	_____

(Required for Ph.D. & Ed.D. candidates)

Student Signature	Date
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Committee Chair Signature	Date
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Graduate Coordinator Signature	Date
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