

Request to Participate

**Doctoral and Educational Specialist Convocation  
Spring Ceremony, Friday, May 3, 2019**

Please complete and submit this form if you wish to participate in the Spring 2019 College of Education Doctoral and Educational Specialist Convocation.

The **completed and signed form is due before 5:00 p.m. on Wednesday, April 3, 2019** and must be turned in to the College of Education Graduate Records Office (204 Erickson or [edacadaf@msu.edu](mailto:edacadaf@msu.edu)). **There will be no exceptions to this deadline.**

To be eligible to participate:

- Ph.D. candidates must have defended their dissertation or have a dissertation defense scheduled no later than June 30, 2019 and must have this form signed by the candidate's dissertation director.
- Ed.S. and Ed.D. candidates must complete all program requirements before June 30, 2019 and must have this form signed by the candidate's guidance committee chairperson or academic advisor.

*CONVOCAATION POLICY: Effective January 1, 2016, students who complete all program requirements between January 1 and June 30 are eligible to participate in the spring ceremony and those who complete all requirements between July 1 and December 31 are eligible to participate in the fall ceremony. Candidates do not have the option to participate in a semester other than the one for which they qualify according to this policy, with the exception of School Psychology Ph.D. students, who defend their dissertations in late fall and complete an internship in the spring.*

**For Candidates:**

Name (as you would like it to appear in the convocation program):

MSU NetID email:

Dissertation Director, Guidance Committee Chair or Academic Advisor:

Director/Chair/Advisor email:

Co-Director, Co-Chair or Co-Advisor (if applicable):

Co-Dir/Chr/Adv email (if appl):

Who will be hooding you at the ceremony?

What degree will you be earning? (e.g., Education Policy)

Type of degree:  Ph.D.  Ed.D.  Ed.S.

Candidate signature:

Date:

**For Directors, Chairs and Advisors (verification required):**

As this candidate's Dissertation Director, Guidance Committee Chairperson or Academic Advisor, I certify by signature, the candidate has defended their dissertation orally, has scheduled their oral dissertation defense before June 30, 2019, or will have completed all program requirements before June 30, 2019, as noted in the certification boxes to the right.

Director/Chair/Advisor signature:

Date:

Co-Director/Chair/Advisor signature (if applicable):

Date:

**FOR Ph.D. CANDIDATES**

**Candidate Certification of Oral Defense Date**  
(Note: this is not the proposal defense.)

I certify I have orally defended my dissertation.

Date of Defense:

I certify I scheduled my oral dissertation defense.

Date of scheduled Defense (before June 30, 2019):

**FOR Ed.D. and Ed.S. CANDIDATES**

**Candidate Certification of Degree Completion**

I certify I will have completed all program requirements for the Ed.D./Ed.S. degree before June 30, 2019.

**Candidates cleared to participate will receive additional communication with details about the ceremony after April 3, 2019.**