

**Syracuse University**  
***School of Information Studies***  
Doctoral Form #5  
***Meeting to End Program of Study***

Student's Name: \_\_\_\_\_

I request that a meeting be scheduled for:

Time: \_\_\_\_\_

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

Place: \_\_\_\_\_

In order that my committee may review my program of study, the following faculty have agreed to attend at that time:

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Two weeks prior to the above date:

- a copy of the portfolio will be available for loan
- abstracts of the portfolio and meeting announcements will be given to all faculty members
- all missing grades will have been resolved

The meeting itself is closed to all but the student and his/her committee. After the committee has approved the ending of a program of study, the portfolio will continue to be available for loan for at least one month to faculty members and students.

Signed:

\_\_\_\_\_

Student

\_\_\_\_\_

Date

\_\_\_\_\_

Advisor

\_\_\_\_\_

Date

\_\_\_\_\_

Program Manager

\_\_\_\_\_

Date

This meeting has been confirmed and recorded in the PhD calendar and program records.

Only the original is needed. The office will make and distribute all necessary copies. Original to student's file, copies to all members of the student's committee, advisor and student.