

To be completed by the degree candidate:

LAST NAME:	FIRST NAME:		
M <input type="checkbox"/> F <input type="checkbox"/>	COLUMBIA (UNI) EMAIL ADDRESS:	CUID/PID: C00	<i>[refer to SSOL]</i>
DEPARTMENT OR PROGRAM:			<input type="checkbox"/> I.C.L.S.
MAILING ADDRESS FOR CONVOCATION MATERIALS TO BE SENT IN MARCH:			

The purpose of this form is to provide GSAS information about your planned distribution and defense.

Please note that GSAS policy requires all doctoral students to register continuously until the term in which they distribute their dissertation to their examining committee. This distribution term is the final registration, even if the defense and deposit take place in a subsequent term. International students should contact ISSO to find out the impact of this policy on their visa status.

If the distribution takes place on or after the first day of the fall term and before the first day of the spring term, then the student must be registered for the fall term.

If the distribution takes place on or after the first day of the spring term and before the first day of the summer term, then the student must be registered for the spring term.

If the distribution takes place on or after the first day of the summer term and before the first day of the fall term, then the student must be registered for the summer term.

Dates for the fall and spring terms can be found here:
<http://registrar.columbia.edu/academic-calendar>

Dates for the summer term can be found here:
<http://ce.columbia.edu/summer-sessions/calendars>

Complete instructions regarding the distribution, defense, and deposit are available at <http://gsas.columbia.edu/dissertations>.

I intend to complete my dissertation and distribute it to my examining committee during the _____ term of _____. I understand that the term in which I distribute my dissertation is my final term of registration, and that if I do not distribute my dissertation in the above stated term, I will be required to maintain continuous registration until I do so, as permitted by current GSAS policy.

I intend to defend my dissertation during the month of _____, _____. I understand that students who pass the dissertation defense have up to six months to complete revisions and deposit the dissertation. My intention is to deposit in time for the _____ degree conferral.

Candidate's signature: _____ Date: _____

Please return this form to the GSAS Dissertation Office, either by scanning it and emailing it to dissertations@columbia.edu, or by delivering it to 107 Low Memorial Library.

Your department or program may also request a copy of this form for their records.

GSAS USE:	Rec'd: _____	<input type="checkbox"/> M.Phil.	Processed: _____
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