

DEFENSE DECLARATION FORM

Procedure:

1. Complete form with faculty. Be sure to obtain faculty member's signature.
2. Submit the completed form with abstract and headshot photo **at least two [2] weeks prior to the scheduled defense.**
 - Pittsburgh-based students and dual-degree students: email Greta Ruperto (gruperto@andrew.cmu.edu)
3. If/When defense committee is approved, you will be notified with further instructions.

Defense Committee Criteria:

- Should include the same committee members as prospectus committee; changes must be approved
- At least four [4] members, including the student's advisor(s)
- At least two [2] members must be 'inside' ECE faculty (includes courtesy appointments)
- At least one [1] member must be from 'outside' the ECE department (includes adjunct appointments) or from another institution

NOTE:

- "Inside" committee members include ECE home faculty and faculty with courtesy ECE appointments
- "Outside" committee members include non-ECE faculty members from other departments at CMU or other institutions who **do not** hold a courtesy appointment with CMU-ECE
- ECE adjunct appointments are considered as "outside" the department.
- A complete listing of faculty appointments is available on the [ECE faculty website](#)

Student Information

Student Name	
Andrew ID	
Faculty Advisor(s)	
Defense Title	
Defense Date	
Start Time	
Building & Room #	

Committee Information

Name	Advisor (Y/N)	Title (e.g., Professor, Researcher)	Affiliation: Academic Institution or Company Name (e.g., CMU-ECE, CMU-MLD)	Remote (Y/N)

If more than one committee member is participating remotely, please provide an explanation in this section. If you also plan to be remote for your thesis defense, you must petition to the GSC for permission to do so and must fully explain the circumstances that caused it to be necessary.

If your committee is changing from your prospectus committee, please identify your new committee member and explain the reason for the change in your committee. If your new member is outside of ECE, please include a professional biography for approval by the department.

Faculty Advisor Signature

**If co-advised by more than one faculty advisor, one signature from either advisor is sufficient.*

**Both physical signatures and e-signatures accepted.*

Faculty advisor: _____