

Request to Modify Dissertation Committee

Instructions for Submitting Form:

- **Web Form Users:** After completion and your signature, the form will be automatically routed to the appropriate parties—no further action is required.
- **PDF Form Users:**
 1. Complete and sign the top section.
 2. Send to the new committee member for signature.
 3. Once signed, forward it to dissertation chair for signature.
 4. After all signatures are obtained, email the completed form to edd@csusb.edu for final review and the Program Director's signature.

If requesting signatures via Adobe Sign, **CC** edd@csusb.edu but **do not request a signature from** edd@csusb.edu through Adobe Sign.

For questions or help, contact: edd@csusb.edu

Part I: Student

Student Name _____ Student ID _____

Cohort _____ Phone Number _____ Email _____

Dissertation Title _____

Request Type (Check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Add Dissertation Chair | <input type="checkbox"/> Add Committee Member (2nd Reader) | <input type="checkbox"/> Add Committee Member (3rd Reader) |
| <input type="checkbox"/> Remove Dissertation Chair | <input type="checkbox"/> Remove Committee Member (2nd Reader) | <input type="checkbox"/> Remove Committee Member (3rd Reader) |

Per CSU Executive Order 991 "The committee shall include at least two tenured or tenure-track faculty members of the CSU campus administering the Ed.D. program, and at least one member who is primarily affiliated with a California P-12 institution or community college."

Reason for Change:

Part II: For Third Reader Changes Only:

Is the new member a Faculty Fellow/Community Partner?

- ☐ Yes
- ☐ No (If "No," you must also complete and submit Form 12)

Part III: New Committee Member Information

Name: _____

Signature: _____ Date: _____

Part IV: Approvals

Student Signature: _____ Date: _____

Dissertation Chair Signature: _____ Date: _____

Ed.D. Director Signature: _____ Date: _____

Part V: Office Use Only

File this form with the original Form 5. Merge both forms. (Form 11 must be submitted for **every update.)**