



Report of the Final Examination of the Dissertation for the Degree of Doctor of Education, Educational Leadership

Submission Instructions: This form must be initiated by the student immediately after completing the dissertation defense.

- If you are using the **web form**: Once you complete and sign it, the form will be automatically routed to the appropriate parties.
- If you are using the **PDF version**: Complete the top section and sign the form. Then forward it to your dissertation chair, committee members and the Ed.D. Program director for their signature.

Final Submission:

- Send the **completed** form to: **edd@csusb.edu**
- If you are requesting signatures through **Adobe Sign**:
 - **Do not** request a signature from edd@csusb.edu
 - Instead, **CC edd@csusb.edu** so our office receives a copy.
- **Need Help?**
- For questions or assistance, email us at **edd@csusb.edu**.
- All doctoral program forms are available at our [Ed.D. Program Information Page](#)

Part I: Candidate and Dissertation Information

Student Name: _____ Student ID: _____

Student Phone # : _____ Student Email: _____

Cohort # _____ Date of the Final Defense: _____

Title of Dissertation:

Part II: Committee Evaluation and Defense Outcome

The Dissertation Chair must complete and certify all statements below prior to signing this form.

Dissertation Chair Name: _____

By entering my name and initials below, I certify the following:

- _____ I have completed the Dissertation Defense Rubric for the above-named student using the official electronic rubric form available at the following link: [Dissertation Defense Rubric Link](#). _____
 - Completed dissertation rubrics are retained by the Ed.D. Program and are not forwarded to the Office of Graduate Studies.
- _____ I confirm that the dissertation defense was conducted under the direction of the full dissertation committee and that the defense outcome is accurately recorded below (select one):

☐ Passed unconditionally. Dissertation accepted as presented.

☐ Passed conditionally. Dissertation requires revisions to be approved by the committee.

Revision approval deadline (N/A if not applicable): _____.

Summary of required revisions (N/A if not applicable):

☐ Did not pass the first attempt. Dissertation requires significant revisions summarized below (N/A if not applicable):

Date of Second (and Final) Dissertation Defense (N/A if not applicable): _____

Part III: Verification of Dissertation Defense Record

By signing below, the student, dissertation chair, and committee members verify that the information recorded in Parts I and II of this form is accurate and reflects the official outcome of the dissertation defense. This verification confirms agreement with the defense record only and does not constitute final approval of the dissertation for submission.

Student Signature	Date
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Name of Dissertation Chair	Dissertation Chair Signature	Date
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Name of Committee Member	Committee Member Signature	Date
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Name of Committee Member	Committee Member Signature	Date
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Part IV: Final Approval and Authorization for Submission

By signing below, the student, dissertation chair, and Ed.D. Program Director certify that all required revisions resulting from the dissertation defense have been completed and approved. This authorization confirms that the dissertation manuscript is final, approved for submission to ScholarWorks, and ready for format review by the Office of Graduate Studies. No content changes may be made after this approval. Any manuscript found to be incomplete or altered after approval will be returned unreviewed.

Student Signature	Date
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Name of Dissertation Chair	Dissertation Chair Signature	Date
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Ed.D. Director Signature	Date
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