

# Report of Completed Building Technology/PhD Requirements

**Student's name** \_\_\_\_\_

enrolled in the Building Technology PhD program on \_\_\_\_\_. This information is to be added to the student's Departmental and Institute records as appropriate. Please forward a copy of this form to Renée Caso in 7-337 upon completion of each requirement.

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## Qualifying Paper (to be submitted at the completion of 4.481)

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Date completed \_\_\_\_\_

Administered by \_\_\_\_\_

BT faculty advisor (or Sectionhead) \_\_\_\_\_

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## Dissertation Proposal (to be completed prior to the end of the 2nd term of registration)

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Title of proposal \_\_\_\_\_

Date approved \_\_\_\_\_

	<b>Committee member name (print)</b>	<b>Signature</b>
Advisor/Chair	_____	_____
Reader	_____	_____
Reader	_____	_____
Reader	_____	_____

The dissertation committee must consist of at least three people of which the advisor is one. The chair must be a permanent member of the BT faculty. One reader must be a member of the Department and the second reader can be someone from outside of the Department or MIT. Signatures are required on this form from all members of the student's committee to affirm their willingness to assume responsibility of committee membership. Generally, thesis registration does not begin until a dissertation proposal has been approved.

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## Major Field

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While no fixed number of courses is prescribed, a typical program will include at least five graduate-level subjects taken in a coherent field. Please list the subject number and semester completed.

Field of Major \_\_\_\_\_

Subject #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ #5 \_\_\_\_\_

Date #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ #5 \_\_\_\_\_

List additional subjects taken for major; include date completed:

\_\_\_\_\_

BT faculty advisor (or Sectionhead) \_\_\_\_\_

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**Minor Field**

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Three subjects (not less than 24 units) must be taken in a coherent field different from the major. Please list the three subjects that comprise the student's Minor.

Field of Minor \_\_\_\_\_

Subject #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

Date #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

BT faculty advisor (or Sectionhead) \_\_\_\_\_

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**General Exam** (to be completed by the end of the third regular term of registration)

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Research Topic \_\_\_\_\_

Date completed \_\_\_\_\_ Satisfactory  Unsatisfactory

Subject area #1 \_\_\_\_\_

Subject area #2 \_\_\_\_\_

Subject area #3 \_\_\_\_\_

Subject area #4 \_\_\_\_\_

BT faculty advisor (or Sectionhead) \_\_\_\_\_

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**PhD Dissertation Committee Meetings**

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Note date of each meeting with student's dissertation committee listing those present. Meetings should be held at least once each term after the dissertation proposal is accepted.

**Date**            **Committee members present (print)**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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## Dissertation Defense

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Dissertation Title \_\_\_\_\_

Date approved \_\_\_\_\_ Satisfactory  Unsatisfactory

	<b>Committee member name (print)</b>	<b>Signature</b>
Advisor/Chair	_____	_____
Reader	_____	_____
Reader	_____	_____
Reader	_____	_____