

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.

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

Date completed _____

Administered by _____

BT faculty advisor (or Sectionhead) _____

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

Title of proposal _____

Date approved _____

	Committee member name (print)	Signature
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.

Major Field

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) _____

Minor Field

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) _____

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

There are two parts to the General (Qualifying) Exam

1. Subjects taken to demonstrate mastery in three areas. To pass, students must earn at least three As and one B in at least four subjects chosen across three of seven areas from Table 1, *Discipline areas for the BT qualifying exam*.

Subject #1 _____

Subject #2 _____

Subject #3 _____

Subject #4 _____

2. Presentation

Date completed _____ Satisfactory Unsatisfactory

BT faculty advisor (or Sectionhead) _____

PhD Dissertation Committee Meetings

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)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dissertation Defense

Dissertation Title _____

Date approved _____ Satisfactory Unsatisfactory

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