

SUMMER REGISTRATION

Division of Graduate Studies and Research, College of Journalism and Communications, University of Florida
PO Box 118400 - 2000 Weimer Hall, Gainesville, FL 32611-8400, Telephone: (352) 392-6557, Fax: (352) 392-1794

PROJECT IN LIEU OF THESIS **SUMMER:** MMC 6973 OR RTV 6973

TO REGISTER FOR PROJECT CREDITS:

- 🍏 You must have selected the chair of your supervisory committee to register for project credits.
- 🍏 If you plan to defend your project/graduate during THIS summer term:
 - the supervisory committee must be official in GIMS.
 - you must meet certain criteria, including an agreement signed by committee members stating their availability during the summer—see back of this page.
 - you must **attach to this form a reasonable timeline** of all steps of the final term project process. The timeline should include dates for submission of project to chair, submission to committee members, (include time to make revisions), defense of project, final exam form entered into GIMS.
 - the Graduate School requires the student and chairperson to be in the same room for a defense, other committee members may attend via electronic means (Skype, teleconference, etc.).
- 🍏 **Student will not be registered until this form and all attachments are complete and submitted** to the Graduate Division, room 2014.

This form authorizes

Print your name and email address

UF ID Number

to take **(circle one)** MMC 6973 or RTV 6973 Number of credits:

CIRCLE SUMMER TERM: A B or C

STUDENT: I, the undersigned student, will obtain the required signatures on this form. I will then submit this form and **description of the work to be completed** to the Graduate Division. I understand that most faculty members are 9-month employees and may not be available to participate in the summer semester.

I DO DO NOT expect to graduate this term. Complete back of form **if** you plan to graduate.

Signature of Student

Date Signed

COMMITTEE CHAIR: I, the undersigned, agree to serve as the supervisory committee chair for the student listed above and to be fully responsible for this graduate student's study under the general guidelines concerning MMC/RTV 6973, as set forth in the Graduate Division's Master's Handbook, Master's Program Policy. Please refer to the section labeled *THE PROJECT*. I understand that my responsibilities include:

- I will serve as the supervisory committee chair for this student. **The committee will not become "official" until all members have signed the Supervisory Committee Form and it has been entered in GIMS by Graduate Division staff.**
- I have worked out with the student **an explicit description of duties for these credits**, frequency of meetings and how the work will be graded. **The one-to-two page description has been stapled to this authorization form.**
- I will meet with the student regularly to guide the work throughout the semester. See back of this form for availability expectations.
- I will evaluate the work and assign a grade at the end of the semester. MMC/RTV 6973 receives an **S/U grade**.

Please don't sign until description is attached.

Approval Signature of Chair

Date Signed

Please PRINT or TYPE Chair's Name

Chair's EMAIL Address

Chair's Telephone Number

The proposed course meets requirements set out by the Graduate Committee.

Approval Signature of the Sr. Associate Dean, Division of Graduate Studies and Research

Date Signed

SUMMER REGISTRATION

SUMMER AVAILABILITY OF SUPERVISORY COMMITTEE MEMBERS

Chair: _____

Circle one:

- . I will NOT be available during the entire summer and will not participate in any way.
A B C NO I expect to be available to guide the project process to completion.
A B C NO I expect to be available to attend a committee meeting to review proposal.
A B C NO I expect to be available to read a project draft and work with the student prior to the defense.
A B C NO I expect to be available to participate in the project defense and any necessary follow-up.
OTHER CONDITIONS/NOTES:

Member: _____

Circle one:

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