

Remote participation on oral examinations

On occasions, participants on oral examination committees may need to participate in those examination process “remotely” (i.e., from a distant site). The SoE Graduate Division and the Office of Graduate Studies permit one member of student’s committee to connect from a distant site for purposes of an oral examination. The following additional conditions also apply:

1. The remote member cannot be the Graduate Studies representative (outside member),
2. Advance written agreement of the student first, and then all committee members, must be obtained^a,
3. Any visual aids or other materials must be distributed in advance to the remote member,
4. The remote member participates in the entire and complete conduct of the examination,
5. The major professor has responsibility for the oversight of any logistical arrangements necessary, and
6. Any costs associated with remote participation are not the responsibility of the School of Education, and must be arranged in advance.

^aThe SoE Graduate Division has a form for requesting approval for the remote participation of a committee member on an oral examination. Approval is not required for non-examination committee meetings.