



California Institute of Technology

Mechanical Engineering

Agreement to Serve as Academic and Research Advisor and Committee Member

March-May

Student Name: _____

(Please Print)

_____ Date

Sample
(obtain original from Option Secretary)

Background Information:

It is the responsibility of the student to find a permanent Academic and Research Advisor within three terms of graduate residence at Caltech. In consultation with the advisor, the student must form a Ph.D. Dissertation Supervision Committee within one year of graduate residence at Caltech. This Committee shall consist of at least three members of the Caltech professional faculty, with at least two members from the faculty in mechanical engineering. The Advisor shall serve as chair of the Dissertation Supervision Committee. This Committee shall meet as requested by the student. Beyond the fifth year of graduate residence at Caltech, this Committee shall meet annually to review progress and to approve the registration of the student beyond the fifth year. This Committee is usually the same as the Research Examination Committee. The Research Examination Committee will elect a chair, other than the advisor.

Instructions:

1. Meet with faculty and pick: a) Academic and Research Advisor and b) Dissertation Supervision Committee
2. Attach a copy (revised if appropriate) of your Coursework Planning Matrix
3. Obtain Advisor's and other Dissertation Supervision Committee member's signatures.
4. Return to Option Secretary before the end of May of your first year of graduate study.

ATTACH A COPY OF YOUR COURSEWORK PLANNING MATRIX (REVISED IF NECESSARY)

The undersigned agree to serve as the Academic and Research Advisor and members of Dissertation Supervision Committee, and approve the attached coursework planning matrix.

APPROVED BY:

Academic and Research Advisor's Name (printed)

Signature

Date

Dissertation Supervision Committee Member Name (printed)

Signature

Date

Dissertation Supervision Committee Member Name (printed)

Signature

Date

M.E. Option Representative (printed)

M.E. Option Rep.'s Signature

Date

Minor Option Representative (printed)

Minor Option Rep.'s Signature

Date