

# REQUEST FOR EXCEPTION TO GRADUATE COUNCIL BYLAWS FOR THESIS/DISSERTATION COMMITTEES

D. Requests for Exception

b. Associate Members of the Graduate Faculty can, through the Department Chairperson/School Director, request approval from the Graduate School to chair a specific thesis committee.

c. Individuals who are asked to serve on committees but are not members of the Illinois State University faculty must request through the Department Chairperson/School Director approval from the Graduate School to serve on a specific thesis or dissertation committee.

d. All requests for exceptions should include a memo containing a brief rationale for the request and an updated copy of the individual's vita.

*-- Bylaws of the Graduate School, Article IV, Section 3.*

1. \_\_\_\_\_  
Name of faculty/committee member
Department/ School/Off-campus site

2. Present status of Graduate Faculty membership: \_\_\_\_\_ Non-member \_\_\_\_\_ Assoc. Member

3. Please indicate the nature of the exception:

\_\_\_\_\_ Serve on a thesis or dissertation committee. \_\_\_\_\_ Thesis \_\_\_\_\_ Dissertation

\_\_\_\_\_ Co-Chair a thesis or dissertation committee. \_\_\_\_\_ Thesis \_\_\_\_\_ Dissertation

\_\_\_\_\_ Chair a thesis committee. \_\_\_\_\_ Thesis

\_\_\_\_\_  
Name of graduate student
Department/School

4. Please present the rationale for the request. Explain how the individual's professional experience in teaching and research warrants this exception to the Bylaws.

5. Please attach an updated copy of the individual's vita.

Approvals

Chairperson/School Director Signature \_\_\_\_\_ Department/School \_\_\_\_\_ Date \_\_\_\_\_

Graduate School \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved

Each exception requires a separate request. **For each request, submit two copies to the Graduate School.** One copy will be returned to the department/school after approval.