

College of Architecture, Planning and Public Affairs Request for Scheduling of Room for Graduate Students

This request must be received by the College of Architecture, Planning & Public Affairs up to two (2) business days prior to the date requested. Students and Faculty Advisors should consult the current Graduate Catalog for deadline dates applicable to the scheduling and administration of the any graduate requirements.

Please submit requests up to two (2) business days in advance. To schedule your room and time for any CAPP Graduate Student process have your **supervising/committee chair** or **staff graduate advisor** email CAPP Staff at cappa.advising@uta.edu

This is to request a room reservation for the following:

- Final Master's Examination and/or Thesis Defense
- Ph.D. Diagnostic Evaluation
- Ph.D. Diagnostic/Advisory Committee Review
- PUAD Comp Exam
- UPPP Field Exam
- Dissertation Proposal Defense
- Final Ph.D. Dissertation Defense
- To make Dissertation Title public on College of Architecture, Planning and Public Affairs website

Student Name: _____ UTA Arlington ID: 1000 _____

Program: _____

Room reservation be scheduled for

_____ at _____ in _____ CAPP _____
(month) (day) (year) (time) (building) (room)

Name (typed)

Signature

Date (mm/dd/yy)

Committee Chairman

Committee Member

Committee Member

Committee Member

Graduate Advisor

You may be entitled to know what information The University of Texas at Arlington (UT Arlington) collects concerning you. You may review and have UT Arlington correct this information according to procedures set forth in UTS 139. The law is found in sections 552.021, 552.023 and 559.004 of the Texas Government Code.