



Civil and
Environmental
Engineering

General Exam :: Part 2 Scheduling Form Form Completion Instructions

1. Student downloads form.
2. After completion of form, student obtains the signatures of those who have agreed to serve on your evaluation committee. We recommend using <http://docusign.mit.edu/> to obtain all signatures. Instructional video to be found here: <https://bit.ly/cee-docusign>
3. Student submits completed form through Jot Form at <https://form.jotform.com/201686539462059>



General Exam :: Part 2 Scheduling Form

Part 2 of the General Exam must be completed by the end of the fourth academic term. In most cases, this exam occurs in April or May of Academic Year 2. Students should consult their research advisors when choosing the members of the evaluation committee. Although not required, in most cases, this committee will continue on to become your doctoral thesis committee.

The evaluation committee for Part 2 is initially comprised of three MIT faculty or senior research staff, including the student’s thesis advisor. The committee must have a minimum of two faculty or Senior Research Staff in CEE, the remaining member may be from an MIT department other than CEE. In many cases this core group will become the Doctoral Thesis Committee. The chair of the evaluation committee must be a faculty member or Senior Research Staff in CEE and cannot be the thesis advisor. The Graduate Program Committee will assign the Outside Committee Member.

Submitted by:

Student Name

Date

Committee Members

Signature, Chair

Print Name

Signature, Faculty Advisor and Committee Member

Print Name

Signature, Committee Member

Print Name

Outside Committee Member Assignment: _____
(To be assigned by the Graduate Officer)

Projected Date of Part 2 Exam: _____
(Please do not schedule an exact date until your outside committee member has been assigned.)