



Record of Doctoral Thesis Green Light Meeting

Form Completion Instructions

1. Committee Chair (being a faculty member within Civil and Environmental Engineering, but not the student's advisor) will download form prior to meeting.
2. After meeting, Committee Chair completes form and submits to APO in one of two ways detailed below:
 - a. Committee Chair obtains all the signatures of the thesis committee. We recommend using <http://docusign.mit.edu/> to obtain all signatures. Instructional video to be found at <http://cee.mit.edu/resources>. The Committee Chair then submits signed form through Jot Form at <https://cee.mit.edu/resources/>

OR

- b. Committee Chair writes an email summarizing the meeting noting each committee member's name and whether they were present and in agreement. The Committee Chair then emails the meeting summary and anticipated defense date to cee-apo@mit.edu with a cc to the entire committee.



Civil and
Environmental
Engineering

Record of Doctoral Thesis Green Light Meeting

Candidate: _____

Date of Final Thesis Committee Meeting: _____

Summary of Final Thesis Committee Meeting:

Anticipated Thesis Defense Date: _____

We support the defense of the student's thesis within the next 2 months:

CHAIR

Signature

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name