

## STEPS BEFORE DISSERTATION

### Dissertation Committee Form (Year 2)

Have you picked your third committee member? Please send the Ed.D. Office ([edd-leadership@sjsu.edu](mailto:edd-leadership@sjsu.edu)) your third committee member's name and email address.

1

### Dissertation Proposal Hearing Form (Year 2)

2

### Dissertation Defense Template (Year 3)

Please send this completed form to the Ed.D. Office as soon as possible. We will need this to announce your defense with the College of Education. Please include the Zoom meeting link or the room number.

3

### Dissertation Committee Approval Form (Year 3)

Please complete the Student Information section and Dissertation Information section and email it to the Ed.D. Office, so that it can be routed for signatures via DocuSign after the defense is complete (This is one of the forms you will also need to submit to Graduate Studies, as part of their [Dissertation Forms Packet](#)).

4

### Set up Zoom meeting (if presenting virtually)

5

Dissertation defenses are being held in person and/or remotely. The Ed.D. office can set up the Zoom meeting link and make you the co-host with your SJSU email address if needed. It is preferred to use SJSU email for this purpose to keep the meeting encrypted. Please share the link with your committee members. If you are new to Zoom and need additional support, you can find some helpful resources [here](#).

### NEXT STEPS

Please see the [Thesis and Dissertation Guide](#) from SJSU's College of Graduate Studies for the next steps on completing and submitting your dissertation.

### Tech Support

If you need further help with running your Zoom meeting, the College has tech assistance Monday - Friday 8am-5pm (closed for lunch from 12-1pm). If possible, it will be best to schedule an appointment: [College of Education iSupport Ticket](#).

