

Instructions for Doctoral Defense Announcement

Download the form [DDD.doc](#) and type your information in place of all parentheses such as "(Name)", "(Title)", and email the completed form to your Graduate Program Director for review and approval. Your graduate Program Director will then email the form as an attachment to *Senior Staff Assistant, Monica Gentile* in the Graduate School for approval and announcement on Stony Brook's web pages.

The email must be received by the Graduate School from your Graduate Program Director at least **three weeks** prior to proposed defense date.

Thank you