

**College of Graduate Studies
Medical University of South Carolina**

APPOINTMENT OF MAJOR THESIS ADVISOR - Masters
~ PLEASE TYPE OR PRINT LEGIBLY ~

To: Graduate Office

From: _____, Graduate Coordinator

Department or Program _____

Re: _____
Student's Name

The above-named student has chosen _____, Department of _____ as his/her major Thesis advisor as indicated below. Co-mentor (if applicable) _____. This meets with the Department's approval, and the Department assures that sufficient funds will be available for completion of the student's research.

Graduate Coordinator

Department or Program Chairperson

Date

Thesis Advisory Committee Chairperson

Date

Thesis Advisory Committee Co-Chair (if applicable)

Date

Approved by Dean, College of Graduate Studies

Date

We have discussed the Graduate Student Mentor Compact

THE THESIS ADVISORY COMMITTEE: *The Thesis Advisory Committee, which is recommended by the major department and approved by the Dean, shall consist of at least five members, three from the student's major department and two from outside the department. All members of the committee shall be members of Graduate Faculty. **The chairman must be a full member of Graduate Faculty.***

The Thesis Advisory Committee should be appointed after a student has chosen a specialized area in his/her field and no later than 6 months after the student enrolls. In the interim, the student is advised by the departmental graduate committee or advisor.

*The student must meet at least annually with his/her Thesis Advisory Committee from the time of appointment of the committee until completion of the requirements for the degree. The Departmental coordinator and the Dean should be notified in writing of the annual meetings by the chairman of the Thesis Advisory Committee. More frequent meetings of the Thesis Advisory Committee and the student are encouraged in order to facilitate student-committee interaction. Meetings may be called at the discretion of the student, the Thesis advisor, or if two or more members of the Thesis Advisory Committee request such a meeting. **Please submit a Thesis Advisory Committee form once the full committee has been selected.***