Graduate School Proxy Signature Rules

A person signing proxy should sign their own name.

**Gold Sheet:**
- NO proxy for committee signatures
  - GSC Representative Line
- GSC Chair, Assistant GSC Chair, GSC Designee

**Graduate Add/Drop Form:**
(Please note these signatures cannot be scanned or digital)
  - Instructor line for
    - Dissertation/thesis course: Supervisor, Grad Adviser, Assistant Grad Adviser, Department Chair
    - Lecture course: Instructor of record, Department Chair
    - Independent study/conference course: Instructor of record, Graduate Adviser, Assistant Graduate Adviser, Department Chair

  - Graduate Adviser line
    - Graduate Adviser, Assistant Graduate Adviser, Department Chair

**Late Registration:**
  - Instructor line for
    - Dissertation/thesis course: Supervisor, Grad Adviser, Assistant Grad Adviser, Department Chair
    - Lecture course: Instructor of record Department Chair
    - Independent study/conference course: Instructor of record, Graduate Adviser, Assistant Graduate Adviser, Department Chair

  - Graduate Adviser line
    - Graduate Adviser, Assistant Graduate Adviser, Department Chair

**Leave of Absence:**
- Graduate Adviser, Assistant Graduate Adviser, Department Chair
Petition for Change in Doctoral committee:
  • NO proxy signatures allowed

Request for Final Oral (Pink Sheet):
  • Supervisor & Graduate Adviser may sign proxy for other committee members, but not for each other (both must sign form)
    Graduate Adviser line
  • Graduate Adviser or Assistant Graduate Adviser

Dissertation Signature Page:
  • NO proxy signatures. All committee members are required to sign

Extend 6-year limit on coursework:
  • Graduate Adviser, Assistant Graduate Adviser