

School of Music

Proposal Defense Evaluation Form

Each member of the student’s document committee should fill out the form below. One copy of each should be kept by the Committee Chair and another set must be turned in to the Graduate Program Director with a copy of the proposal for the student’s permanent file.

Part I. Evaluation of the proposal.

Does the student…

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Yes | No | Comment (optional) |
| Present a feasible topic with a clear thesis? |  |  |  |
| Establish the relevance of the topic to the discipline? |  |  |  |
| Outline the content of each chapter logically? |  |  |  |
| Demonstrate command of relevant literature both within the proposal and via the bibliography? |  |  |  |

Part II. Evaluation of the defense.

Does the student…

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Yes | No | Comment (optional) |
| Demonstrate reasonable command of the topic at this stage? |  |  |  |
| Demonstrate an awareness of the next steps necessary to continue their research/writing? |  |  |  |
| Answer any questions or concerns the committee poses? |  |  |  |
| Appear prepared to see the project through to its completion? |  |  |  |

Part III. Member’s recommendation.

Please select one:

|  |  |
| --- | --- |
|  | I approve the proposal as written. |
|  | I request that the proposal be revised and resubmitted according to the comments above. |

Provide additional comments below as necessary:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Member’s signature) (Date)