

Dissertation Defense

The Doctoral Program concludes with a student's writing and defending a dissertation. To gain formal approval, the student's dissertation must be presented at a dissertation defense seminar.

Individual students must complete the following (please also consult the section on Submitting Your Dissertation):

The student should assemble a "dissertation committee," consisting of a Stern dissertation chairperson and at least two other faculty members from the "advisory panel" used for the proposal. Again, the dissertation chairperson must be from the student's own department and the majority of the committee should be full-time Stern faculty representing the student's functional area.

The Area Coordinator and the Doctoral Office must approve any exceptions or unusual committee composition in advance. If any member of your committee is not an NYU faculty member and was not approved as an Outside Reader during the proposal stage, the Area Coordinator and Doctoral Office must approve the member 2 months prior to the defense date by signing an Outside Reader Approval Form. A C.V. for the outside reader must be attached.

The chairperson authorizes the scheduling of the dissertation defense seminar. To schedule the dissertation defense, students should work with their committee to find a mutually agreed upon date. The final public defense should not be scheduled until all members of the dissertation committee have read the dissertation and the committee's chairperson has stated that the committee members anticipate no major revisions or problems.

The student is required to register for graduation with the Doctoral Office at least 3 months prior to the expected date of graduation (see section on Graduation).

The student should request confirmation from the Doctoral Office that the transcript is up-to-date.

Students should work within their department to secure a room booking for the defense. Formal announcements for the defense will be sent by the Doctoral Office.

The student must submit the Preliminary Dissertation Paperwork to the Doctoral Office no later than two weeks before the defense date. The preliminary dissertation paperwork consists of the following:

[Application to Defend](#) with the Doctoral Office (*please note this form requires the signature of all committee members*).

One copy of the Title Page (*unsigned*).

Two copies of the Abstract (*fewer than 350 words; must include the title, author, and advisor names in the header*).

[Dissertation Publishing Agreement](#).

[Survey of Earned Doctorates](#).

Signed **[Indemnity Statement](#).**

Completed **[Alumni Card](#).**

A student must [upload his or her dissertation to Proquest](#) no later than two weeks before the dissertation defense. The preliminary dissertation submission will be reviewed for adherence to the formatting requirements, not content (the dissertation advisor oversees content review). Once the preliminary dissertation is reviewed, the student will receive an email notification that details formatting changes that need to be made before final submission.

[Stern Course Schedule](#)
[NYU Course Schedule](#)
[NYU Albert](#)

Final Dissertation Defense

[Accessing Bursar Account](#)

The student should take enough copies of the [defense ballot](#) to the oral defense.

At the defense, the student should present a 20-30 minute summary of the dissertation and then answer questions from the dissertation committee and others.

After the defense, the dissertation committee may:

[Student Health Insurance](#)
[Student Health Center](#)

Formally approve the dissertation, or

[Center for Research Computing](#)

Ask for minor corrections that can be completed in less than six weeks and that require approval only from the committee's chairperson, or

Ask for substantial revisions that require the approval of the entire committee.

In the last 2 cases, if the student takes longer than six weeks to complete the corrections, the student must repeat the process of obtaining approvals from all committee members and defending the dissertation in public.

Following the defense:

The student should turn in **one copy of the signed title page** (original signature is required) to the Doctoral Office.

The student should turn in the completed [dissertation approval form](#) (signed by chair) to the Doctoral Office.

The student should turn in the completed [defense ballots](#) (signed by all committee members) to the Doctoral Office.

After editing the text and format to ensure it is consistent with the comments made during the defense and review of the preliminary dissertation, the student must [upload a final dissertation to Proquest](#) by the final dissertation deadline, using the link provided after the preliminary dissertation review.

Forms

[Application to Defend](#)

[Outside Reader Approval](#)

[Defense Ballots](#)

[Dissertation Approval Form](#)

[Dissertation Publishing Agreement](#)

[Survey of Earned Doctorates](#)

[Proquest Dissertation Upload](#)

[PhD Alumni Card](#)

Important Links