

## Request to Form Supervisory Committee

To enroll in capstone credit, a supervisory committee must be formed first. Students **type** the information in section 1 and fill in section 4. Submit this completed document with your proposal (section 2) to your committee for review and signature approval. Once all committee members have signed in section 3, this form and proposal must be submitted electronically in **one PDF file** to the Graduate Advisor ([martis9@uw.edu](mailto:martis9@uw.edu)). An instructor code will be sent to the student for registration **after** the Associate Chair has approved the committee formation and proposal.

For a full explanation of the capstone process, including style guides and rubrics please visit the capstone process under the 'current students' section of your degree webpage: [www.uwb.edu/cybersecurity](http://www.uwb.edu/cybersecurity) or [www.uwb.edu/mcscse](http://www.uwb.edu/mcscse)

### Section 1:

Name: \_\_\_\_\_ Email (UW): \_\_\_\_\_ Student #: \_\_\_\_\_

Degree Program (CSSE or CSE?): \_\_\_\_\_ Project  or Thesis?  Quarter: \_\_\_\_\_ Year: \_\_\_\_\_

# Credits Requested (in first quarter of your capstone course): \_\_\_\_\_

### Section 2: Capstone Proposal

Write the proposal on a separate typed document. Please follow the proposal format as specified in the Proposal Guideline document, found on the capstone process : <http://www.uwb.edu/mcscse/current-students/capstone-process> for CSSE Students, and [http://www.uwb.edu/cybersecurity/current-students/capstone-process-\(1\)](http://www.uwb.edu/cybersecurity/current-students/capstone-process-(1)) for Cybersecurity students.

Please make your answers as detailed and thorough as possible. Limit your answers to a maximum of 3-4 typed pages, including cover sheet.

### Section 3: Proposed Master's Supervisory Committee Members:

A supervisory committee will consist of a student's Faculty Advisor (who will serve as committee chair) and at least 2 – 3 additional faculty members. At least two of the committee members must be CSS faculty whose primary appointment is in the CSS Division. The Chair and at least one-half of the total membership must be members of the graduate faculty. For proposals with Chairs outside the CSS Division, please contact the CSS Graduate Advisor prior to submission of this form.

All proposed committee members must sign by their name; forms submitted without signatures will not be accepted.

Committee Chair (Faculty Advisor): \_\_\_\_\_ Signature: \_\_\_\_\_

Committee Chair – Please check if you recommend this student enroll in CSSSKL 509/510 as part of their capstone defense preparation.

Committee Member: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee Member: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee Member: \_\_\_\_\_ Signature: \_\_\_\_\_

### Section 4: Student Signature

- I have attended a CSS Master's Project or Thesis Defense and understand the goals and expectations of the Defense
- I have completed (or will have completed) my core classes prior to the start of these capstone credits.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Section 5: (CSS Division Graduate Program Coordinator)

- I approve this proposal and proposed committee members and agree to appoint the Supervisory Committee as specified in section 3.

GPC Signature: \_\_\_\_\_ Date: \_\_\_\_\_