

Purpose and Submission Instructions

Students completing a Dissertation or Applied Doctoral Project (ADP) are required to identify a Committee Chair to support their research. Per the instructions on “Chair Selection” in the Dissertation Planning II/ADP Planning II classroom, [register with Dissertation Scholarship Editorial Manager \(DSEM\)](#), complete this form, and upload it into the DSEM.

To Confirm a Chair Selection:

- Use the DSEM Instructional Guide for “Submitting a New Manuscript” to upload this Chair Request form.
- Use Article Type: “Confirming Chair Assignment.”
- Your new Chair will be asked to confirm his or her agreement to be your Chair via DSEM.

To Request a Chair Assignment:

- Use the DSEM Instructional Guide for “Submitting a New Manuscript” to upload this Chair Request form.
- Use Article Type: “Requesting Chair Assignment.”

Student Information

First Name: _____ Last Name: _____ Student ID: _____

Program: PhD Education PhD Human Services PhD Org. Development & Leadership PsyD

Specialization: _____

Dissertation or ADP Working Title: _____

To Confirm a Chair Selection:

Please list your proposed Chair's Name: _____

To Request a Chair Assignment:

Check this box to request a Chair assignment. A Doctoral Research Faculty Member will be assigned as your Chair: