



**Your Major Professor.**

The selection of a Major Professor must be formally appointed by the end of the first year for master's students, and by the end of the third semester for Doctoral students. Your appointment of a Major Professor must be approved by the College of Graduate Studies before you are able to access the Degree Audit system to submit your Study Plan.

Your Major Professor must be a member of the graduate faculty. He will assist you with course selection, guide you through your program, offer academic and professional advice, and OHO be your best reference as you move forward in your career.

Determining a regular communication schedule, whether in person, phone, or via electronic means, is important to the successful completion of your program. Setting and achieving benchmarks of progress can help you Hsure you are fulfilling the expectations of your Major Professor and your program.

If a faculty member departs from the University, HDUH to be replaced, unless permission to remain on the committee is given by the Dean of the College of Graduate Studies.

A faculty member can be removed as Major Professor or DLa committee member if it is determined that continued membership is not in the best interest of the department or the student. Please contact the College of Graduate Studies for more information and procedures.

**Appointment or Change of Major Professor:**

Should it become necessary to change or replace a Major Professor, please use the Major Professor and/or Committee Member Appointment or Changes Form.

**Grading of Research Credits.** If you are registered for non-thesis research (599), thesis (500) or dissertation (600) credits during a semester, your Major Professor has the option to grade you with either a letter grade or an IP grade. An IP reflects that you are doing passing level work but a grade on the work is not appropriate at the time. At the completion of your program, and if the thesis or dissertation is completed, the IP grades will be changed to either A, B, or P. If you are a thesis or dissertation student and do not complete the thesis or dissertation, the IP grades may remain a part of your transcript, until you graduate. The method of grading may be at the discretion of the Major Professor or according to the program's policy.

**IMPORTANT!  
READ PRIOR TO BEGINNING ANY RESEARCH**

**Research Protocol.** Prior to beginning any research projects, protocol approval may be required by one of the following committees, depending on your research area:

- Human Assurance Committee
- Animal Care and Use Committee
- Biohazards Committee
- Radiation Safety Commission Idaho
- Research Foundation
- University Research Office
- Sponsored Programs

Should the research methodology or source of funding change, the appropriate committee must be notified.

Location: Morrill Hall 104

Website: [www.uidaho.edu/cogs](http://www.uidaho.edu/cogs)



Phone: (208) 885-8



# College of Graduate Studies

## Major Professor and/or Committee Appointment or Changes

Student Name: \_\_\_\_\_ ID# \_\_\_\_\_

Major: \_\_\_\_\_ Semester Admitted: \_\_\_\_\_

Email: \_\_\_\_\_

My program is a:  Non-thesis master  Thesis master  Specialist  Doctoral

### Major Professor and/or Committee Appointments

#### Initial appointment or adding following member(s):

Note: New members being added to the committee are also agreeing to the current Study Plan, if one has been filed  
MP=Major Professor, Co-MP=Co-Major Professor (MAT students only)

Name: \_\_\_\_\_  
Printed Name Signature Department MP?

Name: \_\_\_\_\_  
Printed Name Signature Department Co-MP? (MAT only)

Name: \_\_\_\_\_  
Printed Name Signature Department

Name: \_\_\_\_\_  
Printed Name Signature Department

Name: \_\_\_\_\_  
Printed Name Signature Department

### Removing Major Professor or Committee Members

#### Remove the following member(s):

Note: if a committee member has left the university, no signature is required

Name: \_\_\_\_\_  
Printed Name Signature Department MP? Co-MP?

Name: \_\_\_\_\_  
Printed Name Signature Department

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

Date: \_\_\_\_\_

Major Professor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Department Chair: \_\_\_\_\_

Date: \_\_\_\_\_

College of Education Only (Education Doctoral students only)

\_\_\_\_\_

Date: \_\_\_\_\_

College of Graduate Studies: \_\_\_\_\_

Date: \_\_\_\_\_

**After posting by COGS, this information can be viewed in the Registration Status on Vandal Web**