A Screen Cultures and Curatorial Studies (SCCS) PhD committee has one supervisor or two co-supervisors *plus* two committee members (max one from outside SCCS). PhD students must declare their Supervisory Committee at the end of Year 1 by submitting this form to [graduatefilm@queensu.ca](mailto:graduatefilm@queensu.ca). The Grad Chair/HoD will review the committee to confirm eligibility by 31 August.

If a PhD student wishes to change their committee, they must notify all existing committee members (copied to [graduatefilm@queensu.ca](mailto:graduatefilm@queensu.ca)) and submit a new form.

*Please note:*

* *If an unaffiliated faculty member is included in the committee, this form will trigger staff confirmation of Director permission.*
* *If adjunct faculty are included in the committee, this form will also trigger staff confirmation of available funding for remuneration as per the Collective Agreement.*

|  |  |
| --- | --- |
| Student Name |  |
| Student ID Number | "Click and type Student ID Number" |
| Declaration Date | "Click and type date" |

|  |  |  |
| --- | --- | --- |
| **Committee Role** | **Name**  **Home Unit/Institution** | **Position (drop-down selection required) Signature (X)** |
| **Supervisor** | Name: | Select Faculty Position |
| Home Unit/institution: | X |
| Start Date: | End Date: |
| **Co-Supervisor**  **(if applicable)** | Name: | Select Faculty Position |
| Home Unit/institution: | X |
| Start Date: | End Date: |
| **Committee member** | Name: | Select Faculty Position |
| Home Unit/institution: | X |
| Start Date: | End Date: |
| **Committee member** | Name: | Select Faculty Position |
| Home Unit/institution: | X |
| Start Date: | End Date: |

*Office Use Only:*

Confirmation: All committee members eligible? Unaffiliated member approved by Graduate Chair?

Confirmation: Former committee members notified if necessary?