A Screen Cultures and Curatorial Studies (SCCS) PhD committee has one supervisor or two co-supervisors *plus* two committee members. Following initial declaration of the Supervisory Committee at the end of Year 1, this form can also be used at any time by PhD students wishing to change an existing committee: in that situation they must notify all members of the existing committee in writing (copied to [graduatefilm@queensu.ca](mailto:graduatefilm@queensu.ca)) and submit this 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 and supervisor(s) will be informed if there are any problems with the above.*

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

|  |  |  |
| --- | --- | --- |
| **Committee Role** | **Name/Home Department** | **Signature/Eligibility Info** |
| **Supervisor** | Name: | X |
| Home unit: | Select Faculty Position |
| **Co-Supervisor**  **(if applicable)** | Name: | X |
| Home unit: | Select Faculty Position |
| **Committee member** | Name: | X |
| Home unit: | Select Faculty Position |
| **Committee member** | Name: | X |
| Home unit: | Select Faculty Position |
| If any committee members do not anticipate being available for student consultation over the time before anticipated degree completion, please provide information here. | | |

*Office Use Only:*

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

Confirmation: Former committee members notified if necessary?