

From JCBO handbook:

6.2 The Thesis Defense

It is vital that the entire thesis committee has already read the thesis and given approval before the student defends the thesis. The **draft defense notice form** that the student must complete and submit to either the WHOI Academic Programs Office or the MIT Joint Program Office with the defend- able draft must have signatures of both the student and his/her advisor(s). The student must also pick a date for the Defense and arrange for use of an auditorium for the public presentation and a conference room for the private defense.

The Chair of the Defense will introduce the student at the public presentation and moderate the private defense as needed. When the Committee has finished its questioning in the private defense, the student will be temporarily excused so that the Committee can decide on the result. There may be suggestions for revisions to the thesis, which the student is expected to carry out before turning in the final copy. The Chair of the Defense will summarize the results of the Defense in a memo to the Chair of JCBO, with a copy to the WHOI Academic Programs Office (the Student Affairs Officer and the Budget Manager) and the MIT Joint Program Office.

Unless major revisions are required, the thesis must be submitted to the MIT Education Office and the WHOI Academic Programs office no later than two weeks after the defense. If major revisions are required, the student's Thesis Committee, through the Chair of the Defense, will make a recommendation to the Chair of JCBO for the deadline by which the final revised thesis must be submitted. The JCBO Chair has the responsibility to seek advice as rapidly as practicable from the JCBO and then set a deadline, communicate that deadline to the student, the thesis committee, the Joint Program Director at MIT, and the Dean at WHOI. Failure to meet the deadline can result in denial of further stipend and tuition support by either the Director of the Joint Program at MIT in consultation with the Department Head at MIT or by the Dean at WHOI in consultation with the Department Chair at WHOI. All other MIT policies and Joint Program policies with respect to continued registration also apply.