



Updated April 3, 2017

A warrant is the official document that authorizes your participation in milestone graduate program events, preliminary exams and the final oral defense. Once it is signed, the warrant is submitted to the Graduate School to communicate successful completion of the particular milestone.

The Graduate School reviews requests for warrants for Final PhD Oral Exams (Dissertation Defenses) through an online system (“e-warrants”). To request a warrant, the SLA program coordinator submits information on a student’s behalf through an online form. After receiving and approving the request, the Graduate School sends it to the program coordinator, who fill forward it to the student who, in turn, should take it in hard copy to the defense. Upon successful defense, the warrant will be signed by committee members, though some advisors prefer to sign the warrant only once all requested revisions are made.

Once the warrant is signed, please send Wendy an electronic copy for program records. The signed warrant will be submitted with the dissertation during the electronic deposit (see the [Guide to Preparing Your Doctoral Dissertation](#)).

To request a warrant, please provide the following information to Wendy Johnson, SLA Program Coordinator ([wsjohnso@wisc.edu](mailto:wsjohnso@wisc.edu)) **at least 3 weeks in advance** of your defense date:

- your student ID
- your proposed dissertation title
- names, net ids, titles and departmental affiliations of all your committee members (indicate chair)
- your defense date

Please contact Wendy with any questions.

**Text for page(s) 2+**