

Please consult your advisory panel prior to contacting the College Academic Services Officers (ASO) to confirm they agree that you are ready to present your seminar and to discuss suitable dates.

Once both you and your advisors are satisfied that you are ready to present your seminar, contact the Academic Services Officers via email caseresearch@jcu.edu.au

- < You will need to be able to provide a selection of dates that will suit your advisory panel.
- <

- < Advisory Panel (at least two advisors must attend seminar);
- < Chair (normally the Head of Academic Group);
- < Independent Academic.

The Independent Academic is nominated from advisors at Advisor Mentor level within the College, but from a different academic group/discipline to the advisory panel. **Advisory Panel to nominate an Independent Academic from the attached list.** Perhaps provide a few names so that we have some flexibility with times.

The Independent Academic is appointed to the Candidature Committee to: Ensure that all procedures relating to seminar and evaluation are followed.

