



6.9995: Academic Progress in PhD – PhD Thesis Committee Meeting

Prereq: 6.9994 or permission of instructor

G (Spring, Fall)

6 units

Can be repeated for credit.

For Course 6 graduate students, following the submission of the PhD proposal, convening of the PhD thesis committee is expected on an annual basis. This subject provides academic credit for the preparation of materials needed for the PhD committee meeting.

[Grade Options: J/J-/U/P/D/F]

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6.9995 Syllabus

This subject has a single deliverable which is to convene the PhD thesis faculty committee annually, or more often as desired or needed. [Those enrolled in the subject will not meet as a class. All questions pertaining to this subject should be sent to Meredith Bittrich at bittrich@mit.edu or Prof. Kolodziejski at leskolo@mit.edu.]

The following activities are suggested with timelines in alignment with a semester.

1. Thesis Committee Meeting Plan: discuss with your research supervisor the agenda and goals for the doctoral thesis committee meeting. Prepare an outline of the presentation planned to guide the discussion. The detailed outline should be agreed upon by Add Date of the semester [March 6, 2026].
2. Prepare presentation: using the meeting plan, prepare the presentation to describe research advances and possible future directions. If possible, arrange the day/time of the committee meeting prior to the drop date of the semester [April 21, 2026].
3. PhD Thesis Committee meeting: present research achievements and research dilemmas and research goals to committee members. The meeting can be offered in Zoom format or in person format and is typically one hour in duration.
4. PhD Thesis Committee report: complete the [PhD thesis committee report form](#) which is signed by the thesis research supervisor.
5. To complete the subject and to be assigned a grade of P (pass), submit the committee meeting report form to the EECS graduate office by May 15th.



6. Enrollment in 6.9995 is recommended every semester in which a PhD thesis committee meeting takes place.

Resources Available to you:

- EECS Grad - PhD Status Portal: https://eecs.mit.edu/phd_status.cgi
- EECS Grad - Academic Milestones Page: [Academic Milestones of PhD in EECS – MIT EECS](#)
- EECS Grad - Road to the PhD 6.9994 Page: [Road to the PhD – MIT EECS](#)
- EECS Comm Lab - [EECS Communication Lab](#)
- PhD Thesis Committee Report:
<https://www.eecs.mit.edu/wpcontent/uploads/2024/09/Doctoral-Thesis-Committee-Student-Progress-Report9.17.24.pdf>