

Clarification of Master's Committee Compensation
Master's Thesis
Akamai University

Master's Committee Chair

The Master's Thesis Committee Chair receives \$1000 compensation, payable in four installments across the timeline of the student. Following is a list of activities that are included in the compensation:

Activities Included in the Compensation

1. Coordination with administration building study plan
2. Conduct of EXM 880: Comprehensive Examination with committee member
3. Conduct of RES 885: Dissertation Proposal with secondary and tertiary committee member
4. Conduct of RES 895: Dissertation Project with secondary and tertiary committee member
5. Conduct of EXM 895: Oral Review of Dissertation with secondary and tertiary member
6. Coordination of final documentation and final approval for degree award

Schedule for Distribution of Compensation Installments

The Committee Chair is paid in installments across the program, as set time, and is not paid for all finishing activities individually. Following are the payment points for the Committee Chair.

<u>Code</u>	<u>Payment Activity</u>	<u>Paperwork</u>	<u>Compensation</u>
M-1	New Registration	Letter Acknowledging Registration	\$250.00
M-2	Final Examination	Written Exam/Recording	\$250.00
M-3	Dissertation Proposal	Approved Proposal	\$250.00
M-4	Program Completion	Record Form/Manuscript	\$250.00
M-5	Reimbursement	Receipts	\$50.00/student

Note: From time to time, University cash flow may not allow immediate distribution of payments. Under such conditions, the Financial Officer shall arrange a payment agreement with faculty to cover the fees across a reasonable timeframe.

Secondary Committee Advisor

The Secondary Committee Advisor for the Master's Thesis Committee receives \$375 total compensation, payable in three installments across the timeline of the student. Following is a list of activities that are included in the compensation:

Activities Included in the Compensation for Secondary Committee Advisor

1. Conduct of RES 885: Thesis Proposal with Committee Chair
2. Conduct of RES 890: Thesis Project with Committee Chair
3. Conduct of EXM 895: Oral Review of Thesis with Chair

Schedule for Distribution of Compensation Installments

The Secondary Committee Advisor is paid in three installments across the program, at set times, and is not paid for all finishing activities individually. Following are the payment points for the Secondary Committee Advisor.

<u>Code</u>	<u>Payment Activity</u>	<u>Paperwork</u>	<u>Compensation</u>
M-6	Final Examination	Written Exam/Recording	\$125.00
M-7	Dissertation Proposal	Approved Proposal	\$125.00
M-8	Program Completion	Record Form/Manuscript	\$125.00
M-9	Reimbursement	Receipts	\$50.00/student

Note: From time to time, University cash flow may not allow immediate distribution of payments. Under such conditions, the Financial Officer shall arrange a payment agreement with faculty to cover the fees across a reasonable timeframe.