

Dear Faculty:

_____, a PhD candidate in the *Environmental Conservation (ECo)* Program completed *his/her/their* written preliminary examination on *month/day/year* and will be taking *his/her/their* Oral Exam on *month/day/year*, at *time* in Room _____, _____ Building. The oral examination is open to all faculty upon request at least two days prior to the exam, although only committee members are allowed to ask questions. If you would like to attend, please contact _____ (committee chair).

Thank you,

Committee Chair