**Purdue University**  
Department of Chemistry  
Interoffice Memorandum

**Date:** April 09, 2010  
**To:** August M.S. and Ph.D. Graduates  
**From:** Liz Hewitt-Thesis Format Advisor  
BRWN 5171, hewitte@purdue.edu, X45259  
**RE:** Summer 2010 Graduation and Thesis Format Deadlines

---

*Please remember this is a “last day to…” schedule. Be sure to allow yourself plenty of time to make corrections after your first departmental thesis check.*

*You need to have your thesis format approved and schedule the defense with the Main Office at least 18 calendar days prior to your defense.*

---

Friday, 06/11/10  
Last day for a plan of study to be received by the Graduate School to graduate in August.

*Exam Only Registration – Last day for Thesis Format Approval in the Department. (Submit a positive Report of the Final Examination and a Thesis Receipt by July 9, 2010.)*

Friday, 06/18/10  
Last day to make an appointment for departmental thesis format approval. (First formatting appointment can be no later than 06/18/10, for corrections to be made and final format check by the 07/02/10 deadline.)

Wednesday, 06/23/10  
Last day to declare candidacy for degree for August graduation.

*Friday, 07/02/10  
Last day for thesis format approval in the Department.  
*You need to have your thesis format approved and schedule your defense with the Main Office at least 18 days prior to your defense.*

Friday, 07/09/10  
Last day for students who register for *“exam/degree only”* to submit the appropriate Report of Final Examination and the Thesis Receipt forms. (Deposit Receipt) If these two forms are not received in the Graduate School, the registration will be revised to research credits. (Does not apply to nonthesis master’s candidates.)

Exit Questionnaires (Master’s and Doctoral) and Survey of Earned Doctorates (Doctoral only) must be completed before your thesis final deposit appointment. A copy of completion certificate needs to be brought with you to your deposit appointment.

Friday, 07/23X/10  
Last day for students to pass the final examination.  
(Pass Defense by 3:00 pm)

Final examination reports must be received for all graduating students by the Graduate School, Room 170, YONG. Students for whom a final report is not received will not be able to graduate in August. Final examination reports are not required for nonthesis master’s students in graduate departments with approved alternative graduation criteria.

Friday, 07/30/10  
Ph.D. candidates and Masters candidates must submit their theses/dissertation via Electronic Thesis Deposit (ETD), as well as turn in all required forms at their mandatory, scheduled, final deposit appointment in the Thesis/Dissertation Office, Room 170, Young Hall (YONG)

Master’s and Ph.D. candidates with “Confidential” theses/dissertations must also submit their departmental copies to the Graduate School.

Deposit appointments can be made by calling 765-494-2600, or e-mail gradinfor@purdue.edu.