

Fall 2018 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 **15 business days** prior to your defense.

After your defense and you have made corrections and have the thesis ready to upload to the grad school, you must pass thesis format once more before you upload it.

**We encourage you to deposit your thesis with the graduate school the week following your defense.*

- Sunday, 08/19/2018** **Last day for a plan of study** to be received by the Graduate School to graduate in December, no later than 11:59 pm. **For Ph.D. students:** You have already submitted your plan, you may wish to check to make sure everything is correct. You Do Not need to add your fourth committee member to the plan.
- Friday, 09/14/2018** ***Exam Only Registration – Last day for Thesis Format Approval** in the Department. (Submit a positive Report and thesis receipt of the Final Examination by October 12, 2018.)
- Wednesday, 09/19/2018** **Last day to declare candidacy** for December graduation.
- Friday, 10/12/2018** **Last day to make an appointment for departmental thesis format approval for regular registration.** (First formatting appointment should be no later than 10/24/2018, for corrections to be made and final format check by the 11/7/2018 deadline.)
- Friday, 10/12/2018** **Exam/Degree Only - Last day (Students should upload thesis using the appropriate link in Plan of Study portal at least 24 hours in advance of this deadline)** for thesis-option master's and doctoral students registered **to submit the appropriate Report of the Final Examination, and to finalize all aspects of the deposit process for the thesis/dissertation.** As part of the deposit process, students are required to submit and obtain full approval on an Electronic Thesis Acceptance Form, and complete the required Graduate School survey(s), including the Exit Questionnaire (thesis-option master's and doctoral students) and the Survey of Earned Doctorates (doctoral students only), prior to a mandatory Online Deposit.
- Wednesday, 11/7/2018** **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 15 business days prior to your defense. **The graduate school thesis personnel must sign the departmental Thesis Approval Form available from the main office.**
- Friday, 11/30/2018** **Last day to pass the finalexam.**
Students for whom a final examination is required must complete all requirements for the examination by **November 30, 2018**. The examining committee approves of the student passing the final examination, the report form reflecting satisfactory results must be signed by all examining committee members and department representatives by 5:00 PM on November 30th. Students for whom a final report form is not received by this date will be removed as degree candidates for the current session.
- Friday, 12/7/2018** **Last day to Deposit the thesis (Students should upload thesis using the appropriate link in Plan of Study portal at least 24 hours in advance of this deadline)** for thesis-option master's and doctoral students registered as CAND 99100 for Fall to finalize all aspects of the deposit process for the thesis/dissertation. As part of the deposit process, students are required to submit and obtain full approval on an Electronic Thesis Acceptance Form, and complete the required Graduate School survey(s), including the Exit Questionnaire (all students) and the Survey of Earned Doctorates (doctoral students only), prior to a mandatory Online Deposit. Thesis-option master's and doctoral students who miss this deadline but who still wish to graduate must submit a request for a deposit extension (endorsed by major professor and department head) to the Graduate School in Young Hall, Room 170, for consideration. If approved, the student should expect to pay a **Late Graduation Deadline Fee**.