

REMINDERS FOR GRADUATING STUDENTS

Doctoral students

February 12th Last day to submit Application for Degree cards to receive a Spring 2009 degree

A student must submit **TWO** completed **Application for Degree** cards by the deadline of thirty (30) days from the beginning of the Fall or Spring Semesters, or fifteen (15) days from the beginning of the Eight Week Summer Session, in order to graduate in that term. The Applications for Degree cards are valid through the following semester after submission.

February 26 Last day to sit for the Qualifying Examination if you are registered in 769 and count 769 as residency credit (examination must be passed within the first six weeks of the term to receive credit).

February 26 Last Day to submit Qualifying Examination Request, if enrolled in 767.

February 26 Last day to submit Notification of Intent to receive a Spring 2009 degree

The **Notification of Intent** must be submitted **no less than 8 weeks before** a doctoral student plans to sit for the Doctoral Final Examination.

April 9 Last day to submit Final Examination Forms and Dissertation Approval Form to receive a Spring 2009 degree

April 23—Last day to sit for Final Examination to receive a Spring 2009 degree

The **Recommendation for Final Examination** and **Dissertation Approval Sheet** must be submitted to the Graduate School Office **no less than 2 weeks before** the date of the examination. If the two-week deadline is not met and the student wishes to keep the exam date, an email or letter (on department letterhead) from the Director of Graduate Studies detailing the reason(s) for the tardiness of the request **must** accompany the exam request form. The exam date will be contingent upon the approval of Assistant Dean, Cleo Price.

NO EXAMINATION MAY TAKE PLACE WITHOUT AN EXAMINATION CARD ISSUED BY THE GRADUATE SCHOOL TO THE PROGRAM.

PLEASE NOTE: It generally takes up to 45 days from the end of the semester to post the degree on the transcript and up to 75 days for The Registrar to mail the diplomas. If you need verification of your degree earlier than this, you may request a Degree Certification Letter.

DEADLINES FOR SPRING 2009 GRADUATION:

Feb. 12 Last day to submit two copies of Application for Degree Card

Feb . 26 Last day to turn in Qual form for 767 or sit for Qual if 769

Feb. 26 Last day to submit a Notification of Intent to receive a Spring 2009 degree

April 9 Last day to submit Final Examination form and Dissertation Approval form

April 23Last day to sit for a Final Examination to receive a Spring 2009 degree

May 8 Last day for candidates to submit the final copies of the dissertation

REMINDERS FOR GRADUATING STUDENTS

Master's Plan A (Thesis) students

February 12th Last day to submit Application for Degree cards to receive a Spring 2009 degree

A student must submit two completed **Application for Degree** cards by the deadline of thirty (30) days from the beginning of the Fall or Spring Semesters, or fifteen (15) days from the beginning of the Eight Week Summer Session, in order to graduate in that term. The Applications for Degree cards are valid for one semester after they have been turned in.

April 9th Last day to submit Final Examination form and Thesis Approval Form to receive a Spring 2009 degree

April 23rd Last day to sit for Final Examination to receive a Spring 2009 degree

The **Request for Final Examination** and **Thesis Approval Sheet** must be submitted to The Graduate School **no less than 2 weeks before** the date of the examination. If the two-week deadline is not met and the student wishes to keep the exam date, an email or letter (on department letterhead) from the Director of Graduate Studies detailing the reason(s) for the tardiness of the request **must** accompany the exam request form. The exam date will be contingent upon the approval of Assistant Dean, Cleo Price.

NO EXAMINATION MAY TAKE PLACE WITHOUT AN EXAMINATION CARD ISSUED BY THE GRADUATE SCHOOL TO THE PROGRAM.

PLEASE NOTE: It generally takes up to 45 days from the end of the semester to post the degree on the transcript and up to 75 days for The Registrar to mail the diplomas. If you need verification of your degree earlier than this, you may request a Degree Certification Letter.

DEADLINES FOR SPRING 2009 GRADUATION:

Feb. 12 Last day to submit Application for Degree cards to receive a Spring 2009 degree

April 9 Last day to submit Final Examination and Thesis Approval Form to receive a Spring 2009 degree

April 23 Last day to sit for a Final Examination to receive a Spring 2009 degree

May 8 Last day to submit the final copies of the thesis to receive a Spring 2009 degree

REMINDERS FOR GRADUATING STUDENTS

Master's Plan B (Non-Thesis) students & Specialist Students

February 12th Last day to submit Application for Degree cards to receive a Spring 2009 degree

A student must submit two completed **Application for Degree** cards by the deadline of thirty (30) days from the beginning of the Fall or Spring Semesters, or fifteen (15) days from the beginning of the Eight Week Summer Session, in order to graduate in that term. The Applications for Degree cards are valid for one semester after the date that they are turned in.

April 9th Last day to submit Final Examination forms to receive a Spring 2009 degree

April 23rd Last day to sit for Final Examination to receive a Spring 2009 degree

The **Request for Final Examination** must be submitted to The Graduate School **no less than 2 weeks before** the date of the examination. If the two-week deadline is not met and the student wishes to keep the exam date, an email or signed letter (on department letterhead) from the Director of Graduate Studies detailing the reason(s) for the tardiness of the request **must** accompany the exam request form. The exam date will be contingent upon the approval of Assistant Dean, Cleo Price.

NO EXAMINATION MAY TAKE PLACE WITHOUT AN EXAMINATION CARD ISSUED BY THE GRADUATE SCHOOL TO THE PROGRAM.

PLEASE NOTE: It generally takes up to 45 days from the end of the semester to post the degree on the transcript and up to 75 days for The Registrar to mail the diplomas. If you need verification of your degree earlier than this, you may request a Degree Certification Letter.

DEADLINES FOR SPRING 2009 GRADUATION:

Feb. 12 Last day to submit Application for Degree cards to receive a Spring 2009 degree

April 9 Last day to submit Final Examination forms to receive a Spring 2009 degree

April 23 Last day to sit for a Final Examination to receive a Spring 2009 degree