

## DEADLINES FOR GRADUATION / MARCH IN COMMENCEMENT

### Spring Semester 2019

| Date                         | Activity  | Individual/Office In Charge | Instructions and Comments   |
|------------------------------|---|-----------------------------|---|
| <b>All Students</b>          |   |                             |   |
| November 30 –March 15        | <b>Application for Degree</b>                                 | Registrar's Office          | Per Fall 2018 Academic Calendar   |
| Thursday, March 1, 2018      | <b>Cap and Gown Orders</b>                                    | Bookstore                   | Orders and Payments are due by Spring Grad Fair. Deadline may be extended. Note: Late fee of \$20). For Inquiries, Call: 410-651-6437   |
| Friday, May 10, 2019         | <b>Fulfillment of Course Requirement form</b>                 | Graduate School             | Form must be submitted before but no later than this date.  |
| Friday, May 10, 2019         | <b>Certification of Completion of Degree form</b>             | Graduate School             | Form must be submitted before but no later than this date.  |
| Friday, May 24, 2019         | <b>Medals</b>   | Graduate School             | Will be awarded to students on commencement day   |
| <b>Dissertation Students</b> |   |                             |   |
| Monday, February 18, 2019    | <b>Submission of Dissertation Examining Committee Form</b>    | Graduate School             | Suggested date to submit the Nomination of Committee form, which must be in the Graduate School at least 3 weeks before the scheduled dissertation defense  |
| Monday, March 11, 2019       | <b>Distribution of Dissertation</b>                           | All Committee Members       | All committee members must receive dissertation for review and comments before the scheduled defense  |
| Monday, March 18, 2019       | <b>Dissertation Defense Announcement</b>                      | Graduate School             | Submit your defense date to the Graduate School for publication to the campus community. All dissertation defenses are open to the public.  |
| Friday, April 19, 2019       | <b>Dissertation Defense Completed</b>                         | Graduate School             | Ensure that the report of examining committee form is signed by all committee members especially members who are not on campus.   |
| Friday, May 3, 2019          | <b>Final Submission of Report of Examining Committee Form</b> | Graduate School             | Coursework, comprehensive examinations, internships, clinical affiliation should all be completed as applicable   |
| Friday, May 3, 2019          | <b>Final Submission of Dissertation</b>                       | Graduate School             | Final Submission of Dissertation with all corrections from committee members  |
| Friday, May 17, 2019         | <b>Submission of Dissertation on 25% Acid Free Paper</b>      | Graduate School             | Two copies submitted to the Graduate School. The Graduate School <b>WILL</b> submit to the library for binding. If you need extra copies bounded for yourself, please contact the library directly. |

| Thesis Students   |   |                       |  |
|---|---|-----------------------|--|
| Monday, February 18, 2019                                 | <b>Submission of Thesis Examining Committee Form</b>          | Graduate School       | Suggested date to submit the Nomination of Committee form, which must be in the Graduate School at least 3 weeks before the scheduled dissertation defense   |
| Monday, March 11, 2019                                    | <b>Distribution of Thesis</b>                                 | All Committee Members | All committee members must receive thesis for review and comments before the scheduled defense   |
| Monday, March 18, 2019                                    | <b>Thesis Defense Announcement</b>                            | Graduate School       | Submit your defense date to the Graduate School for publication to the campus community. All thesis defenses are open to the public.   |
| Friday, April 19, 2019                                    | <b>Thesis Defense Completed</b>                               | Graduate School       | Ensure that the report of examining committee form is signed by all committee members especially members who are not on campus.  |
| Friday, May 3, 2019                                       | <b>Final Submission of Report of Examining Committee Form</b> | Graduate School       | Coursework, comprehensive examinations, internships, clinical affiliation should all be completed as applicable  |
| Friday, May 3, 2019                                       | <b>Final Submission of Thesis with all corrections</b>        | Graduate School       | Final Submission of thesis with all corrections from committee members   |
| Friday, May 17, 2019                                      | <b>Submission of Thesis on 25% Acid Freen Paper</b>           | Graduate School       | Two copies submitted to the Graduate School. The Graduate School <b><u>WILL</u></b> submit to the library for binding. If you need extra copies for yourself, please contact the library directly. |
| Non-Thesis Option and Non-Dissertation Doctorate Students |   |                       |  |
| Friday, May 3, 2019                                       | <b>Comprehensive examinations</b>                             | Graduate School       | Report must be submitted before but no later than this date.   |
| Friday, May 3, 2019                                       | <b>Seminar/research papers</b>                                | Graduate School       | Report must be submitted before but no later than this date.   |
| Friday, May 3, 2019                                       | <b>Seminar/project presentations</b>                          | Graduate School       | Report must be submitted before but no later than this date.   |
| Friday, May 3, 2019                                       | <b>Master's projects</b>                                      | Graduate School       | Report must be submitted before but no later than this date.   |
| Friday, May 3, 2019                                       | <b>Internships</b>  | Graduate School       | Report must be submitted before but no later than this date.   |
| Friday, May 3, 2019                                       | <b>Practica</b>   | Graduate School       | Report must be submitted before but no later than this date.   |
| May 24, 2019 - Commencement Day                           |   |                       |  |