
NON-THESIS GRADUATION CHECKLIST – SPRING OR SUMMER OR FALL 2019

1. CANDIDATE PLAN OF STUDY

- Signature of Candidate, Major Professor, and Graduate Coordinator required.
- Only list graduate courses completed (or to be completed) for credit. No more than 6 hrs of 7000.
- Half the credit hours must be earned in 6000-level or above.
- Transfer credit requires pre-approval. Credit will be transferred but not grades.
- Spring 2018 Due Date: October 1 2018
- Summer 2018 Due Date: March 1 2019
- Fall 2018 Due Date: May 15 2019

2. ENROLLED

Students must be enrolled in their graduation term. If you have satisfied course requirements check with your program for options.

- Regular registration for Spring 2018 Ends: January 9
- Regular registration for Summer 2018 Ends: May 29
- Regular registration for Fall 2018 Ends: August 7

3. APPLICATION FOR GRADUATION

File the Application for Graduation in WebStar – no signatures required. \$150 diploma fee assessed.

Applications for Graduation cannot be “rolled” over from a prior term. Deferral of graduation requires a second Application for Graduation in WebStar.

- Spring 2018 Due Date: March 1
- Summer 2018 Due Date: July 1
- Fall 2018 Due Date: October 1

4. NON-THESIS EXAM

- All graduate students are required to complete a project or capstone as part of their degree and to be evaluated by a committee of 3 graduate faculty. Exceptions are M.S. Accounting & M.A. Teaching.
- Spring 2018 Exam Due Date: April 19 Spring 2018 Report on Exam Due Date: April 26
- Summer 2018 Exam Due Date: July 22 Summer 2018 Report on Exam Due Date: July 29
- Fall 2018 Exam Due Date: November 22 Fall 2018 Report on Exam Due Date: November 25

5. COMMENCEMENT

- Ceremony: May 17 Degree Conferral Date: May 23
- Degree Conferral Date: August 5
- Ceremony: December 13 Degree Conferral Date: December 20