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

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## 1. CANDIDATE PLAN OF STUDY

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- ☐ 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 2019 Due Date: October 1 2018
- ☐ Summer 2019 Due Date: March 1 2019
- ☐ Fall 2019 Due Date: May 15 2019

## 2. ENROLLED

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

- ☐ Regular registration for Spring 2019 Ends: January 9
- ☐ Regular registration for Summer 2019 Ends: May 29
- ☐ Regular registration for Fall 2019 Ends: August 7

## 3. APPLICATION FOR GRADUATION

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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 2019 Due Date: March 1
- ☐ Summer 2019 Due Date: July 1
- ☐ Fall 2019 Due Date: October 1

## 4. NON-THESIS EXAM

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- ☐ 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 2019 Exam Due Date: April 19      Spring 2019 Report on Exam Due Date: April 26
- ☐ Summer 2019 Exam Due Date: July 22      Summer 2019 Report on Exam Due Date: July 29
- ☐ Fall 2019 Exam Due Date: November 22      Fall 2019 Report on Exam Due Date: November 25

## 5. COMMENCEMENT

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