

Doctoral Checklist

Requirement	Description	Due Date		
		Spring 2020	Summer 2020	Fall 2020
Report on General Exam	Submitted after last examination (e.g. proposal defense, last written or oral exam). Signature of Candidate, Advisory Committee and Graduate Coordinator required.	10/1/2019	3/2/2020	5/15/2020
Enrolled	Students must be enrolled in their graduation term. If you have satisfied course requirements check with your program for course options.	1/8/2020	6/4/2020	8/7/2020
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 subsequent Application for Graduation in WebStar.	3/1/2020	7/1/2020	10/1/2020
Format Workshop	Offered by the Graduate School for in-person instruction about the format requirements.	3/25/2020	6/24/2020	10/21/2020
Doctoral Defense	All dissertation manuscripts must be defended publicly and approved by a committee of at least 3 graduate faculty.	4/9/2020	7/13/2020	11/5/2020
Format Check	Manuscripts must be uploaded to the University Thesis & Dissertation Collection in ScholarWorks for a format check & again as final approved versions.	4/16/2020	7/20/2020	11/12/2020
Final Version	The version of the manuscript that has been approved by your committee and meets University format requirements. Upload to ScholarWorks.	4/23/2020	7/28/2020	11/20/2020
Approval Form	The Dissertation Approval Form is due to the Graduate School office as a hard copy form. The form requires signatures of each committee member and twice by the student author.	4/23/2020	7/28/2020	11/20/2020
RSVP for Commencement Ceremony	Complete the RSVP form for Ph.D. candidates to let the Graduate School know if you will attend the ceremonial graduation.	4/23/2020	11/20/2020	11/20/2020
Commencement	Ceremonial graduation at Lakefront Arena. Coordinated by Registrar's office.	5/15/2020	n/a	12/11/2020
Degree Conferral Date	Official degree certification has been completed and diplomas are issued by Registrar's office.	5/22/2020	8/7/2020	12/18/2020