

Master's Thesis Checklist

Requirement	Description	Due Date		
		Fall 2021	Spring 2022	Summer 2022
Candidate Plan of Study	Initiated by student after 12-15 credit hours completed. Graduate Coordinator, Major Professor and Graduate School must review. Form available at grad.uno.edu	5/15/2021	10/1/2021	3/1/2022
Enrolled	Students must be enrolled in their graduation term. If all course requirements are satisfied, students should discuss course options with coordinator.	8/15/2021	1/25/2022	6/5/2022
Application for Graduation	File the <i>Application for Graduation</i> in WebStar. \$150 fee assessed. Applications cannot be “rolled” over from a prior term. Deferral of graduation requires a subsequent <i>Application for Graduation</i> in WebStar for new term.	10/1/2021	3/1/2022	7/1/2022
Format Check	Manuscripts must be uploaded to the University Thesis & Dissertation Collection in ScholarWorks at least 5 weeks before Commencement.	11/5/2021	4/15/2021	7/1/2022
Certification of Foreign Language/Computer Competence	Not required for all degree programs; should be submitted once the requirement has been met but no later than 4 weeks before Commencement. Form available at grad.uno.edu	11/12/2021	4/22/2022	7/1/2022
Final Version	The version of the manuscript that has been approved by the committee. Upload to ScholarWorks at least 3 weeks before Commencement.	11/19/2021	4/29/2022	7/8/2022
Thesis Approval Form and Defense Deadline	<i>Thesis Approval</i> form is due to the Graduate School with signatures of each committee member and the student author at least 3 weeks before Commencement. Form available at grad.uno.edu	11/19/2021	4/29/2022	7/8/2022
Commencement	Ceremonial graduation at Lakefront Arena. Coordinated by Registrar's office.	12/10/2021	5/21/2022	N/A
Degree Conferral Date	Official degree certification completed and diplomas issued by Registrar's office.	12/16/2021	5/27/2022	8/5/2022