

APPENDIX C. THESIS PROCESS TIMELINE FOR GRADUATION

Prior to Defense		DEC	APR	JUN	AUG
Apply for Graduation	<ul style="list-style-type: none"> ▪ For June or August graduation but walk in April: Mar. 10, 2025 	Sept. 13	Jan. 24	May 5	Jun. 20
Certify Ready for Defense	<ul style="list-style-type: none"> ▪ Committee chair must approve thesis prior to the student uploading it to Graduate Progress. ▪ All committee members will certify that the student is Ready for Defense in Graduate Progress. 	Nov. 14	Mar. 20	May 15	Jul. 10
Schedule Thesis Defense	<ul style="list-style-type: none"> ▪ Defense <i>must</i> be scheduled with the graduate program manager 2 weeks prior to the chosen defense date. 	Nov. 14	Mar. 20	May 15	Jul. 10
Hold Thesis Defense		Nov. 28	Apr. 2	May 29	Jul. 24

Post Defense		DEC	APR	JUN	AUG
Complete Revisions & Submit ETD	<ul style="list-style-type: none"> ▪ Student must complete committee-requested qualifications/revisions. ▪ Committee chair must approve of revisions and indicate “pass” before student proceeds to ETD submission. ▪ After completing qualifications/revisions, student must submit PDF version of thesis in ETD milestone of Graduate Progress. 	Dec. 9	Apr. 16	Jun. 12	Aug. 7
ETD Approvals	<ul style="list-style-type: none"> ▪ 1st Graduate Studies, 2nd Department, 3rd College of Humanities ▪ Student must make all formatting recommendations during the approval process. (See Feedback in Graduate Progress.) 	Dec. 16	Apr. 23	Jun. 19	Aug. 14
Final ETD Approval	<ul style="list-style-type: none"> ▪ A final approval from Graduate Studies 	Dec. 19	Apr. 25	June 20	Aug. 15
Order a Bound Copy of Thesis for the Department	<ul style="list-style-type: none"> ▪ Student must order a bound copy of their thesis at the department’s expense by the deadline in order to graduate. 	Dec. 19	Apr. 25	Jun. 20	Aug. 15