



Spring Semester 2019

Deadlines for Graduating Students

Instructions: Students should begin the necessary paperwork, scheduling of their oral defense dates, and ETD required submissions at the beginning of the semester in which they plan to defend their final dissertation/thesis. Students are required to attend an ETD Workshop prior to uploading their dissertation/thesis. This workshop can be completed online or in person: http://www.grad.usf.edu/ETD_Req_01_WorkshopsAndSessions.php. Students can reserve a room by contacting the Academic Affairs Office with the date and time of the defense. For more info on ETD deadlines, go to: http://www.grad.usf.edu/ETD_Deadlines.php.

***** **GRADUATION APPLICATION DEADLINE: February 1, 2019** *****

Save \$25 by submitting your ETD more than 2 weeks before the listed DEADLINE.

DISSERTATION DEADLINES

<u>ACTION</u>	<u>Deadline</u>
1. Required: Distribute draft of dissertation to committee members.	March 1, 2019
2. Required: Last day to conduct a Sufficiency Meeting and submit Request for Defense Form, Announcement, and Outside Chairperson information to Academic Affairs Office.	March 15, 2019*
3. Required: Last day to defend dissertation and submit Successful Defense Form.	March 29, 2019
4. Required: Deadline to submit Final Approved Dissertation to ProQuest, 2-page Certificate of Approval Form, 1 st Page of Plagiarism Check Summary, and SED Completion Certificate to the Academic Affairs Office.	April 5, 2019

THESIS DEADLINES

1. Required: Distribute draft of dissertation to committee members.	February 15, 2019
2. Required: Last day to conduct a Sufficiency Meeting and submit Request for Defense Form with Announcement to Academic Affairs Office.	March 1, 2019
3. Required: Last day to defend dissertation and submit Successful Defense Form.	March 15, 2019*
4. Required: Deadline to submit Final Approved Dissertation to ProQuest, 2-page Certificate of Approval Form, and 1 st Page of Plagiarism Check Summary to the Academic Affairs Office.	March 22, 2019

*Please note this deadline occurs during Spring Break.

Academic Affairs Office

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