

Spring 2025 Graduation Deadlines for Master's (Thesis) and Doctoral Degree Programs



All students are **required** to apply for graduation via their Joe'SS account (Student Center > My Academics > Apply for Graduation) by the deadline specified by the Registrar's Office. Each program you wish to have awarded requires a separate application.

Two completion options are available for students graduating in spring. Intersession (early) completion does not require enrollment in the spring semester. **Failure to meet these deadlines will result in your degree not being awarded in May.**

**Semester Begin: 1/21/25
Semester End: 5/16/25**

Intersession (Early) Completion		
Deadline	Description	Date
Final Defense Notification Form	Submit the details of your defense* to Graduate Education for publication to the campus community; required for all doctoral students.	10 days before defense
Technical Editing	Submit thesis (master's)/dissertation (doctoral) to Graduate Education office for technical (content) editing; free service that is not required for graduation.	December 15
Form 1A/Form 5A	Submit revised Form 1A (master's)/5A (doctoral) if changes to the plan of study and/or committee are needed.	January 5
First Format Check	Submit thesis (master's)/dissertation (doctoral) to Graduate Education office to begin format checking process; must be completed before final thesis/dissertation can be accepted.	January 5
Form 2/Form 7	Submit Form 2 (master's)/Form 7 (doctoral) to report the results of the final defense* and approval of the thesis /dissertation; must be received by Graduate Education office by 4 pm on the date of the deadline.	January 10
Final Thesis/Dissertation	Submit final thesis/dissertation; instructions on final submission will be given to student by Graduate Education office after Form 2/7 is received and format checking is complete; final must be accepted by 4pm on the date of the deadline.	January 17

If your Form 2/7 AND final thesis/dissertation are not accepted prior to the start of the spring semester, spring enrollment WILL be required. Regular semester completion deadlines must be met for the degree to be awarded in May.

Regular Semester Completion		
Deadline	Description	Date
Final Defense Notification Form	Submit the details of your defense* to Graduate Education for publication to the campus community; required for all doctoral students.	10 days before defense
Technical Editing	Submit thesis (master's)/dissertation (doctoral) to Graduate Education office for technical (content) editing; free service that is not required for graduation.	March 9
Form 1A/Form 5A	Submit revised Form 1A (master's)/5A (doctoral) if changes to the plan of study and/or committee are needed.	April 6
First Format Check	Submit thesis (master's)/dissertation (doctoral) to Graduate Education office to begin format checking process; must be completed before final thesis/dissertation can be accepted.	April 6
Form 2/Form 7	Submit Form 2 (master's)/Form 7 (doctoral) to report the results of the final defense* and approval of the thesis /dissertation; must be received by Graduate Education office by 4 pm on the date of the deadline.	April 18
Final Thesis/Dissertation	Submit final thesis/dissertation; instructions on final submission will be given to student by Graduate Education office after Form 2/7 is received and format checking is complete; final must be accepted by 4pm on the date of the deadline.	April 25

If you apply for spring graduation and cannot meet the posted deadlines, your degree cannot be awarded in May. Please refer to the Summer 2025 Graduation Deadlines and notify your graduate specialist of your completion plans.

**Enrollment on the date of exam is required. If exam occurs during the intersession, the student must have been enrolled in the immediately preceding semester/session; or, prior to the exam/defense date, they must enroll in one credit hour of Oral Examination, 5040/6040 (charged as an examination-only fee).*