

## ECE Spring 2019 Graduation Deadline Checklist

This is a list of ECE deadlines for graduation. The Graduate School deadlines may be later, but in order to process the paperwork, we require submission by the dates below.

Forms are located outside the Graduate Studies Office (2434 A.V. Williams) or on the Graduate Studies website: <https://ece.umd.edu/graduate/current-students/advising-support/forms>. Submit all forms to the GSO unless otherwise noted.

Students must be registered during the term in which they plan to graduate.

### M.S. Non-thesis

February 8, 2019	Apply for graduation on <a href="#">Testudo</a>
February 27, 2019	Submit together: <ol style="list-style-type: none"> <li>1) <a href="#">Approved Program Form</a></li> <li>2) <a href="#">Advisor-approved Plan of Study</a></li> <li>3) <a href="#">M.S. Scholarly Paper Reader Selection Form</a></li> </ol>
April 19, 2019	Submit: <ol style="list-style-type: none"> <li>1) <a href="#">Approval of M.S. Scholarly Paper Form</a> and email a copy of your final scholarly paper to Maria Hoo (<a href="mailto:mch@umd.edu">mch@umd.edu</a>).</li> </ol>

### M.S. Thesis

February 8, 2019	Apply for graduation on <a href="#">Testudo</a>
February 27, 2019	Submit together: <ol style="list-style-type: none"> <li>1) <a href="#">Approved Program Form</a></li> <li>2) <a href="#">Advisor-approved Plan of Study</a></li> </ol>
No later than February 27, 2019	Submit the <a href="#">Nomination of Thesis Committee Form</a> . (Committee Form must be submitted at least six weeks before scheduled defense.)
No later than February 27, 2019	Special member nominations must be submitted no later than when you submit the Nomination of Thesis Committee form (above). Consult with the GSO <i>in advance</i> for nomination instructions.
2 Weeks Prior to Defense	Email Maria Hoo ( <a href="mailto:mch@umd.edu">mch@umd.edu</a> ) the date, time, and location of the defense as well as the thesis abstract for posting.
April 19, 2019	Advisor must submit <a href="#">Report of Examining Committee Form</a> .
April 23, 2019	<ol style="list-style-type: none"> <li>1) Electronically submit <a href="#">thesis</a>.</li> <li>2) Submit <a href="#">Electronic Thesis and Dissertation Publication Form</a> to the Registrar (<a href="mailto:registrar-graduate@umd.edu">registrar-graduate@umd.edu</a>).</li> </ol>

### Doctoral Students

February 8, 2019	Apply for graduation on <a href="#">Testudo</a>
No later than February 20, 2019	Submit <a href="#">Nomination of Dissertation Committee Form</a> . (Committee Form must be submitted at least six weeks before scheduled defense.)
No later than February 20, 2019	Special member nominations must be submitted no later than when you submit the Nomination of Dissertation Committee form (above). Consult with the GSO <i>in advance</i> for nomination instructions.
2 Weeks Prior to Defense	Email Maria Hoo ( <a href="mailto:mch@umd.edu">mch@umd.edu</a> ) the date, time, and location of the defense as well as the dissertation abstract for posting.
April 12, 2019	Advisor must submit <a href="#">Report of Examining Committee Form</a> .
April 16, 2019	<ol style="list-style-type: none"> <li>1) Electronically submit <a href="#">dissertation</a>.</li> <li>2) Submit <a href="#">Electronic Thesis and Dissertation Publication Form</a> to the Registrar (<a href="mailto:registrar-graduate@umd.edu">registrar-graduate@umd.edu</a>).</li> </ol>

### All Students - Department Requirements

Prior to graduation	Submit an <a href="#">up-to-date CV or resume</a> to Maria Hoo ( <a href="mailto:mch@umd.edu">mch@umd.edu</a> ).
Prior to graduation	Complete the <a href="#">online exit survey</a> .