## **ECE Summer 2021 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 on the Graduate Studies website: https://ece.umd.edu/graduate/current-students/advising-support/forms. Submit all forms to Maria Hoo at <a href="mailto:mch@umd.edu">mch@umd.edu</a> unless otherwise noted.

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

## M.S. Non-thesis

July 6, 2021	Submit together:
	1) Approved Program Form
	2) Advisor-approved <u>Plan of Study</u>
	3) M.S. Scholarly Paper Reader Selection Form
July 15, 2021	Apply for graduation on <u>Testudo</u>
August 13, 2021	Submit:
	1) Approval of M.S. Scholarly Paper Form and email a copy of your final scholarly paper to
	Maria Hoo (mch@umd.edu).

## M.S. Thesis

July 6, 2021	Submit together:
	1) Approved Program Form
	2) Advisor-approved <u>Plan of Study</u>
No later than	Submit the Nomination of Thesis Committee Form. (Committee Form must be submitted at least six
July 6, 2021	weeks before scheduled defense.)
No later than	Special member nominations must be submitted no later than when you submit the Nomination of
July 6, 2021	Thesis Committee form (above). Consult with the GSO in advance for nomination instructions.
July 15, 2021	Apply for graduation on <u>Testudo</u>
2 Weeks Prior to	Email Maria Hoo (mch@umd.edu) the date, time, and location of the defense as well as the thesis
Defense	abstract for posting.
2 Weeks Prior to	Advisor must submit Dequest for Fleetrenic Depart of Francising Committee Form
Defense	Advisor must submit Request for Electronic Report of Examining Committee Form.
August 13, 2021	1) Electronically submit thesis.
	2) Submit Electronic Thesis and Dissertation Publication Form to the Registrar (registrar-
	graduate@umd.edu).

## **Doctoral Students**

No later than May 27, 2021	Submit the Nomination of Thesis Committee Form. (Committee Form must be submitted at least six weeks before scheduled defense.)
No later than May 27, 2021	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.
July 15, 2021	Apply for graduation on <u>Testudo</u>
2 Weeks Prior to Defense	Email Maria Hoo (mch@umd.edu) the date, time, and location of the defense as well as the dissertation abstract for posting.
2 Weeks Prior to Defense	Advisor must submit Request for Electronic Report of Examining Committee Form.
July 30, 2021	<ol> <li>Electronically submit <u>dissertation</u>.</li> <li>Submit <u>Electronic Thesis and Dissertation Publication Form</u> to the Registrar (registrar-graduate@umd.edu).</li> </ol>

# **All Students - Department Requirements**

Prior to graduation	Submit an up-to-date CV or resume to Maria Hoo (mch@umd.edu).
Prior to graduation	Complete the online exit survey.