
NON-THESIS GRADUATION CHECKLIST – SPRING OR SUMMER OR FALL 2018

1. CANDIDATE PLAN OF STUDY

- Signature of Candidate, Major Professor, and Graduate Coordinator required.
- Only list graduate courses completed (or to be completed) for credit. No more than 6 hrs of 7000.
- Half the credit hours must be earned in 6000-level or above.
- Transfer credit requires pre-approval. Credit will be transferred but not grades.
- Spring 2018 Due Date: October 1 2017
- Summer 2018 Due Date: March 1 2018
- Fall 2018 Due Date: May 15 2018

2. ENROLLED

Students must be enrolled in their graduation term. If you have satisfied course requirements check with your program for options.

- Regular registration for Spring 2018 Ends: January 10
- Regular registration for Summer 2018 Ends: May 30
- Regular registration for Fall 2018 Ends: August 15

3. APPLICATION FOR GRADUATION

File the Application for Graduation in WebStar – no signatures required. \$150 diploma fee assessed.

Applications for Graduation cannot be “rolled” over from a prior term. Deferral of graduation requires a second Application for Graduation in WebStar.

- Spring 2018 Due Date: March 9
- Summer 2018 Due Date: June 15
- Fall 2018 Due Date: October 18

4. NON-THESIS EXAM

- All graduate students are required to complete a project or capstone as part of their degree and to be evaluated by a committee of 3 graduate faculty. Exceptions are M.S. Accounting & M.A. Teaching.
- Spring 2018 Exam Due Date: April 13 Spring 2018 Report on Exam Due Date: April 27
- Summer 2018 Exam Due Date: July 21 Summer 2018 Report on Exam Due Date: July 31
- Fall 2018 Exam Due Date: November 23 Fall 2018 Report on Exam Due Date: November 30