

Master's Thesis Graduation Checklist

All forms can be found [here](#), under Graduation & Degree Certification

		Deadline
	Submit Nomination of Exam Committee	N/A
	Attend Graduation Seminar	Fall Term - August Spring Term – January & February PowerPoint available on website
	Complete Application for Graduation in SURFS	February 6 th , 2023
	Review Procedures for Examination for Master's Thesis	
	Review Thesis/Dissertation Style Guide for writing your Dissertation	
	Create Title Page - template provided on the website under Resources for Graduating Students webpage	
	Submit Certification of Completion for the Master's Thesis <i>Certifies that you are ready to defend. It must be signed by committee chair and readers. Submit around the same time as the defense announcement.</i>	At least two weeks before defense
	Submit Defense Announcement	At least two weeks before defense AND no later than April 7 th , 2023
	Submit Report of Examining Committee Form <i>The Graduate School will email original form to the assigned Dean's Representative. It indicates a Pass, Provisional Pass, or Fail.</i>	Two months before defense date AND no later than March 1 st , 2023
	Create & Submit Approval Sheet - template provided on the website under Resources for Graduating Students webpage	Two weeks after your successful defense
	Register for ORCID Identifier <i>Each thesis/dissertation student must sign up for this - ORCID registration creates a unique digital identifier to link your dissertation, manuscripts, and other research activities.</i>	Before completion of "Electronic Publication Form"

	Submit Thesis	Two weeks after defense AND no later than May 5 th , 2023
	Submit Electronic Publication Form	Two weeks after your successful defense

Failure to submit any of the above items may result in a delay or reverse of your degree conferral.

If you have questions, contact your [Graduate Program Director](#)

Send all completed forms to gradforms@umaryland.edu

Matrix of [Graduation Deadlines](#)

Graduate Degree [Verification Letter Request Form](#)