You're almost there!

Master's Thesis Graduation Checklist

All forms can be found here, under Graduation & Degree Certification

		Deadline
	Submit Nomination of Exam Committee	Two months before defense date
	Attend Graduation Seminar	Fall Term - August Spring Term – January PowerPoint available on website
	Complete Application for Graduation in SURFS	Second Week of Semester
	Review Procedures for Examination for Master's Thesis	
	Review Thesis/Dissertation Style Guide for writing your Thesis	
	Create Title Page - template provided on the website under Resources for Graduating Students webpage	
	Submit Certification of Completion for the Master's Thesis *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.*	At least two weeks before defense
	Submit Fulfillment of Course Requirements Form *Must be signed by your advisor and graduate program director. Submit with announcement of defense.*	At least two weeks before defense
	Submit Defense Announcement	At least two weeks before defense
	Submit Report of Examining Committee Form *The Graduate School will email original form to the assigned Dean's Representative. It indicates a Pass, Provisional Pass, or Fail.*	Two DAYS after your defense
	Create & Submit Approval Sheet - template provided on the website under Resources for Graduating Students webpage	Two weeks after defense

	Register for ORCID Identifier *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.*	Two weeks after defense
	Submit Thesis	Two weeks after defense
	Submit Electronic Publication Form	Two weeks after 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 current Graduation Deadlines

Graduate Degree Verification Letter Request Form