

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 <i>and no later than May 28th</i>
	Attend Graduation Seminar	Fall Term - August Spring Term – January & February PowerPoint available on website
	Complete Application for Graduation in SURFS	September 12, 2024
	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 November 16, 2024 <i>Deadline to defend is November 30</i>
	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 days after your defense
	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>	Two weeks after your successful defense

	Submit Thesis	Two weeks after defense
	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](#)