

Final Oral Examination: Distribute a draft of your project to the reviewers and other members of your final oral committee. All members must have at least two weeks to review the draft. Schedule the final oral examination with the committee **and** The Graduate School, as soon as a date has been set, but **no later than** one week in advance. Schedule online at, www.grad.umn.edu/current_students/finalschedule. The Reviewers' Report Form, signed by the reviewers, must be returned to 316 Johnston Hall before the final oral exam.

Graduation Checklist

- Active status:** Be sure you are registered. As a Graduate School (GS) student, you must register every fall and spring term, up through *and including* the term in which you are awarded the degree. Failure to register will result in the discontinuation of your active student status and will require application for readmission and registration before you proceed with completing your degree. See the GS website at, http://www.grad.umn.edu/current_students/registration/index.html.
- Graduate Application for Degree:** Submit to One Stop, 200 Fraser Hall (Minneapolis campus) or 130 Coffey Hall (St. Paul campus), **on or before the first working day** of the month you intend to graduate.

The following must be submitted to 316 Johnston Hall **on or before the last** working day of the month you intend to graduate.

- Final Oral Examination Report Form**

Degree Clearance/Award of the degree: Your degree will be awarded on the **last working day of the month** in which you complete **all** requirements. If all forms are not submitted by the last working day, degree clearance will be delayed. (The Application for Degree is valid for subsequent months and must only be submitted once, even if your graduation is delayed). After degree clearance, a registration hold (OJ) will be placed on your record until you have been awarded your degree. **Note:** Award of your degree, in any month, before the end of the term may affect eligibility benefits (assistantships, visa requirements, student loans, housing, etc.-please check with applicable office regarding your benefits). The degree award is posted to your transcript approximately 3 weeks following the official conferral date and diplomas are mailed within 4-6 weeks. Please contact the Office of the Registrar directly with any questions regarding your diploma: helpingU@umn.edu or (612) 624-1111.

Commencement Ceremony: Attendance is encouraged, but not required. You must submit the enclosed Commencement Attendance Approval Form, signed by your adviser and Director of Graduate Studies, to 316 Johnston Hall. **Your participation in the commencement ceremony does not imply that you have officially graduated.**

Dates and deadlines available at:

http://www.grad.umn.edu/current_students/degree_completion/commencement/index.html

Contact Information:

Coordinator, Doctoral Degree Services

Phone: (612) 625-0168; email: gsdoc@umn.edu

316 Johnston Hall, Office hours: Monday-Friday; 8am-4:30pm

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