

Steps to Graduation for Graduate Students

[Link to Academic Calendar](#)

Master's Plan B (Non-Thesis)	
Deadline	Task
<p>Before the 4th Week of the Student's Final Semester</p> <p>For Fall 2021, this is: September 24, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. Apply for graduation on Student Admin* 2. Submit their Plan of Study to Sandra Cyr (sandra.cyr@uconn.edu) <p>*Students can confirm that they have applied by going to the graduation tile in their Student Center</p>
<p>Two Weeks Before the End of the Student's Final Semester</p> <p>For Fall 2021, this is: December 31. Exam must be complete by December 17, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. If a final exam is required by the program, submit the Report of the Final Examination for the Master's Degree to Sandra Cyr (sandra.cyr@uconn.edu) 2. Review their Plan of Study. If their Plan of Study needs to be updated, they must submit a Request for Changes in Plan of Study form to Sandra Cyr

Master's Plan A (Thesis)	
Deadline	Task
<p>Before the 4th Week of the Student's Final Semester</p> <p>For Fall 2021, this is: September 24, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. Apply for graduation on Student Admin* 2. Submit their Plan of Study to Sandra Cyr (sandra.cyr@uconn.edu) <p>*Students can confirm that they have applied by going to the graduation tile in their Student Center</p>
<p>Two Weeks Before the End of the Student's Final Semester</p> <p>For Fall 2021, this is: December 3, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. Review their Plan of Study. If their Plan of Study needs to be updated, they must submit a Request for Changes in Plan of Study form to Sandra Cyr 2. Initiate the Defense and Final Thesis/Dissertation Approval Webform. This form will route to all committee members to request approval. 3. Submit their Thesis in Submittable

Doctoral Students with Dissertation Requirements

Deadline	Task
Before the Completion of 18 Credits	<p>Students must:</p> <ol style="list-style-type: none"> 1. Submit their Plan of Study to Jenn Horan (jenn.horan@uconn.edu) using the proper Webform: <ul style="list-style-type: none"> ○ Doctor of Education ○ Doctor of Musical Arts ○ Doctor of Philosophy
After Successful Completion of General Examination	<p>Students must:</p> <ol style="list-style-type: none"> 1. Submit the Report on the General Examination for the Doctoral Degree to Jenn Horan (jenn.horan@uconn.edu)
After Successful Completion of Dissertation Proposal/Prospectus Defense	<p>Students must:</p> <ol style="list-style-type: none"> 1. Submit the Dissertation Proposal for Doctoral Degree form to Jenn Horan (jenn.horan@uconn.edu)
<p>Before the 4th Week of the Student's Final Semester (Exact date can be found on the Academic Calendar)</p> <p>For Fall 2021, this is: September 24, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. Apply for graduation on Student Admin.* <p>* Students can confirm that they have applied by going to the graduation tile in their Student Center.</p>
Two Weeks Before Oral Defense	<p>Students must:</p> <ol style="list-style-type: none"> 1. Announce their Oral Defense in the University Events Calendar 2. Send a working copy of their dissertation to the members of their advisory committee
<p>After Successful Completion of Dissertation Defense and Revisions</p> <p>For Fall 2021, this is: December 3, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. Initiate the Defense and Final Thesis/Dissertation Approval Webform. This form will route to all committee members to request approval. 2. Submit their Dissertation in Submittable 3. Complete the Survey of Earned Doctorates Completion Certificate and send receipt of survey submission to Jenn Horan (jenn.horan@uconn.edu)

Doctoral Students without Dissertation Requirements (AUD, DNP, DPT)

Deadline	Task
Before the Completion of 18 Credits	<p>Students must:</p> <ol style="list-style-type: none"> Submit their Plan of Study (AUD, DNP) or advisement report (DPT) to Jenn Horan (jenn.horan@uconn.edu): <ul style="list-style-type: none"> Doctor of Audiology Doctor of Nursing Practice
After Successful Completion of General Examination	<p>AUD and DNP students must:</p> <ol style="list-style-type: none"> Submit the Report on the General Examination for the Doctoral Degree to Jenn Horan (jenn.horan@uconn.edu)
<p>Before the 4th Week of the Student's Final Semester</p> <p>For Fall 2021, this is: September 24, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> Apply for graduation on Student Admin.* <p>*Students can confirm that they have applied by going to the graduation tile in their Student Center.</p>
Before the End of the Student's Final Semester	<p>Students must:</p> <ul style="list-style-type: none"> DNP students: after successfully defending the final project to the committee, submit Final Exam Report and Survey of Earned Doctorates receipt to Jenn Horan (jenn.horan@uconn.edu) AUD and DPT students: complete Survey of Earned Doctorates and send receipt of survey submission to Jenn Horan (jenn.horan@uconn.edu)

Certificate and Post-Baccalaureate Students

Deadline	Task
<p>Before the 4th Week of the Student's Final Semester</p> <p>For Fall 2021, this is: September 24, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> Apply for graduation on Student Admin for every certificate program enrolled* Submit their Plan of Study to Sandra Cyr (sandra.cyr@uconn.edu). <p>*Students can confirm that they have applied by going to the graduation tile in their Student Center</p>
Before the End of the Student's Final Semester	<p>Students must:</p> <ol style="list-style-type: none"> Review their Plan of Study. If their Plan of Study needs to be updated, they must submit a Request for Changes in Plan of Study form to Sandra Cyr

Sixth-Year Certificate	
Deadline	Task
<p>Before the 4th Week of the Student's Final Semester</p> <p>For Fall 2021, this is: September 24, 2021</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. Apply for graduation on Student Admin for every certificate program enrolled* 2. Submit their Plan of Study to Sandra Cyr (sandra.cyr@uconn.edu) <p>*Students can confirm that they have applied by going to the graduation tile in their Student Center</p>
<p>Two Weeks Before the End of the Student's Final Semester</p> <p>For Fall 2021, this is: December 31, exam must be complete by December 17, 2021.</p>	<p>Students must:</p> <ol style="list-style-type: none"> 1. If a final exam is required by the program, submit the Report on the Final Examination for the Sixth Year Diploma to Sandra Cyr (sandra.cyr@uconn.edu) 2. Review their Plan of Study. If their Plan of Study needs to be updated, they must submit a Request for Changes in Plan of Study form to Sandra Cyr

The Degree Audit team in the Office of the Registrar provides comprehensive information on each of the steps described above. Please review the information provided at the links below as you prepare to complete your degree this semester.

If you are a Master's Student, see this website: <https://registrar.uconn.edu/graduation/masters-degrees/>.

If you are a Doctoral Student, see this website: <https://registrar.uconn.edu/graduation/doctoral-degrees/>.

If you are a Sixth-Year Student, see this website: <https://registrar.uconn.edu/graduation/sixth-year-diplomas/>.

If you are a Post-Baccalaureate or Certificate Student, see this website: <https://registrar.uconn.edu/graduation/post-baccalaureate-and-certificate-programs/>.

Still have questions after visiting these pages? For more assistance, please reach out to Sandra Cyr (sandra.cyr@uconn.edu) if you are a master's, sixth year, or certificate student or Jenn Horan (jenn.horan@uconn.edu) if you are a doctoral student.