

DEADLINES FOR DOWNTOWN DENVER CAMPUS STUDENTS PLANNING TO GRADUTE DURING 2017-2018 ACADEMIC YEAR

LAST DAY TO:	DECEMBER 2017 GRADUATION	MAY 2018 GRADUATION	AUGUST 2018 GRADUATION
<i>CLAS Masters students only:</i> Submit Application for Admission to Candidacy to the Graduate School.	September 6, 2017	January 31, 2018	June 12, 2018
Submit your Application for Graduation (must be completed through your UCDAccess student portal) to notify the university your intent to graduate this term.	September 6, 2017	January 31, 2018	June 12, 2018
Email your thesis/dissertation to Stephanie.Puello@ucdenver.edu for format review . Needs to be a PDF.	October 20, 2017	March 16, 2018	June 22, 2018
<i>All Doctoral and CLAS Masters Students:</i> Submit Request for Examination to the Graduate School for final examination.	2 weeks prior to exam No later than: November 3, 2017	2 weeks prior to exam No later than: March 30, 2018	2 weeks prior to exam No later than: June 22, 2018
<i>Doctoral Only:</i> Submit your Biosketch to the Graduate School.	2 weeks prior to exam No later than: November 3, 2017	2 weeks prior to exam No later than: March 30, 2018	2 weeks prior to exam No later than: June 22, 2018
Take final Master's comprehensive exam; defend thesis, project or report; defend dissertation.	November 17, 2017	April 13, 2018	July 6, 2018
Submit Thesis Approval Form (thesis/dissertation students only) to the Graduate School.	Prior to submission No later than: December 2, 2017	Prior to submission No later than: April 27, 2018	Prior to submission No later than: July 20, 2018
Submit final thesis/dissertation to ProQuest .	December 1, 2017	April 27, 2018	July 20, 2018
Complete Exit Survey via emailed link	December 1, 2017	April 27, 2018	July 20, 2018
END OF TERM	December 16, 2017	May 12, 2018	July 28, 2018
COMMENCEMENT CEREMONY	December 16, 2017	May 12, 2018	December 15, 2018 (tentative)

In case any of the posted deadlines are missed, the graduation will have to be postponed to the next semester. All forms should be submitted electronically to Stephanie.Puello@ucdenver.edu. The Thesis Approval form can be accepted electronically if submitted by a program director or administrator.

Students must be registered at the time they undertake the comprehensive or final examinations as well as during their thesis or dissertation defense.

Reminder to Thesis/Dissertation Candidates:

- Your thesis/dissertation must comply with the [Style and Policy Manual](#) upon submission for format review.

Reminders to Candidates:

- Transfer credit requests must be approved by the program and submitted to the Graduate School before the semester in which a student defends/graduates. Transfer of credit requests that are submitted in the last semester **cannot** be listed on the Application to Candidacy and will not count toward graduation credits.
- To complete the application for candidacy, print a copy of your unofficial transcript and refer to it as you complete your Application for Candidacy. Please only include courses that count directly toward your degree. Do not include any failed classes or any classes you were enrolled in that are not required/permitted for your degree. The number of credits indicated on the first page of the Application for Candidacy Form (confirmed by your program) should be the minimum number of credits that are required for graduation, not the total of number of credits you have earned.