



# Graduation Deadlines

## Spring 2018 Graduation

### Doctoral Programs

## Deadlines

- Dec. 5** Submit **Doctoral Committee Appointment** form (paper) to the Graduate School.
- Dec. 5** Submit **Admission to Candidacy** form to the Graduate School, if first semester to apply.
- Dec. 5** Submit **Graduation Application** online at MyUTK. Non-refundable Graduation fee (\$75) will be charged upon submission and must be paid at MyUTK.
- Feb. 23** Submit **draft of dissertation** online for preliminary review by Dissertation Consultant. Contact [thesis@utk.edu](mailto:thesis@utk.edu) for submission instructions.
- Mar. 29** Submit **Scheduling of Defense of Dissertation form** to the Graduate School at least one week before your defense.
- Apr. 6** Defend dissertation.
- Apr. 20** Submit **final dissertation** to Trace and have it accepted by 5:00pm. Dissertations are approved and accepted by Dissertation Consultant. Survey of Earned Doctorates certificate of completion must also be submitted by this date.
- Apr. 20** Submit **Report of Final Examination (Pass/Fail)** form and **Dissertation Approval Form** by 5:00pm to the Graduate School. *Original signatures are required for both forms, and both must be the original paper hard copies (not photocopies).*
- Apr. 27** Verify removal of incompletes and NR grades for graduation with graduation specialist.

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Diplomas will be mailed to the student's address as submitted on MyUTK Graduation Application. Send address changes to Registrar's Office.

**For information about graduation steps, thesis and dissertation workshops and graduation forms, visit the Graduate School at [gradschool.utk.edu](http://gradschool.utk.edu).**

## Graduate Certificate

If you are also earning a graduate certificate in spring 2018, be sure to check the Graduate Certificate deadlines.

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## Second Deadline for Dissertation Submission

**Apr. 27 - Last day to submit** Second Deadline application.

**Apr. 27 - Last day to pass dissertation defense.** Scheduling of defense and all other procedures listed must be successfully completed before this date. A new graduation application must be submitted for summer graduation.

**May 18 - Second Dissertation Deadline** for students who cannot meet the regular Spring deadline dates. If the dissertation, approval sheet, and pass/fail form are submitted *and* accepted by 5:00pm on this date, you may graduate summer 2018, but will not be required to register for dissertation credit in summer 2018.

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## Financial Obligations

All financial obligations with the University of Tennessee must be paid before a diploma or transcript is issued.