



# Graduation Deadlines

## Spring 2018 Graduation

### Thesis Programs

## Deadlines

- Dec. 5** Submit **Admission to Candidacy** form to the Graduate School.
- Dec. 5** Submit **Graduation Application** online at MyUTK. Non-refundable Graduation fee (\$30) will be charged upon submission and must be paid at MyUTK.
- Feb. 23** Submit **draft of thesis** online for preliminary review by Thesis Consultant. Contact [thesis@utk.edu](mailto:thesis@utk.edu) for submission instructions.
- Apr. 6** **Defend thesis.**
- Apr. 20** Submit **final thesis** to Trace and have it accepted by 5:00pm. Theses are approved and accepted by Thesis Consultant.
- Apr. 20** Submit **Report of Final Examination/Defense of Thesis (Pass/Fail)** form and **Thesis 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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For information concerning diplomas and transcripts, please contact the Office of the University Registrar at [registrar@utk.edu](mailto:registrar@utk.edu) or 865-974-2101.

**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 Thesis Submission

**Apr. 27** - Deadline for **application for "Second Deadline"** submitted to [gradspec@utk.edu](mailto:gradspec@utk.edu).

**Apr. 27 - Last day to pass thesis defense.** All other procedures must be successfully completed before final submission of thesis. A new graduation application must be submitted for summer graduation.

**May 18 - Second Thesis Deadline** for students who cannot meet the regular spring deadline dates. If the thesis, 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 thesis 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.