

SCHEDULE OF DEADLINES FOR UCCS GRADUATE DEGREE CANDIDATES EXPECTING TO GRADUATE DURING 2023-2024

To be eligible for graduation, students must have fulfilled the appropriate requirements as established by their program and the Graduate School. The student must have a completed approved Application for Admission to Candidacy for an Advanced Degree and Online Diploma Card turned in as indicated below. Students must have completed all coursework; and (*Program Specific*) successfully *Defended Thesis/Dissertation, Capstone, Project, Report*. Procedures and Deadlines* required are described below: **By the Semester Desired for Graduation and Participation in Commencement**

(updated: June 2022)

	Fall Grads 2023 Commencement Dec 2022	Spring Grads 2024 Commencement May 2023	Summer Grads 2024 Commencement Dec 2023
Student submit Completed Application for Admission to Candidacy forms to Department/Program	Due to Program by September 15 (unless your program specifies an EARLIER deadline)	Due to Program by February 2 (unless your program specifies an EARLIER deadline)	Due to Program by June 14 (unless your program specifies an EARLIER deadline)
<i>Student submits online Diploma Card</i>	Through Student Portal by September 15	Through Student Portal by February 2	Through Student Portal by June 14
Programs Submit Application for Admission to Candidacy, along with any necessary additional forms to Graduate School: (<i>Transfer of Credit, Unclassified Credit, Unofficial Transcript, Course Validations, etc.</i>)	Due to the Graduate School by September 22	Due to the Graduate School by February 9	Due to the Graduate School by June 21
Last day for Final Thesis/Dissertation Defense*	No later than November 17 (Friday)	No later than April 12 (Friday)	No later than July 5 (Friday)
Thesis/Dissertation to the Graduate School* Electronic submission approved through ProQuest by listed Day and Time. (<i>Must be complete to be eligible for graduation</i>)	December 14 by 5:00 pm.	May 9 by 5:00 pm.	August 1 by 5:00 pm.
Final Transcripts and any outstanding forms* due to the Graduate School for Final Audit *(<i>Transfer of Credit, Unclassified Credit, Unofficial Transcript, Course Validations, etc.</i>)	By January 5	By May 17	By Aug. 9
Program Department Confirmed Lists due to the Dean of the Graduate School	By January 5	By May 17	By Aug. 9

These deadlines will insure graduation during the semester desired. If a defense is held past this deadline, but prior to the start of the next semester, registration for the next semester is not required, but the degree will be awarded the following semester.

NOTE: Departments/ Programs may have other deadlines, which must be met by students.

Students should ascertain and satisfy such requirements as specified by the department/program advisor.

Copies of the UCCS Thesis/Dissertation Manual are available on the Graduate School website.

Students preparing a Thesis/Dissertation/Capstone should consult their advisor and the manual early on in the preparation process.

Students using human subjects/animals and/or biohazards in research must obtain approval from the appropriate institutional committee before beginning such research.

<https://osp.uccs.edu/research-compliance>

Visit the Commencement website: <http://www.uccs.edu/~commencement>