![MCj03120980000[1]]()Master and PhD Graduation Checklist

**Almost to the finish line…**

File Advancement to candidacy.

Apply for graduation http://www.uaf.edu/reg/grad/

Schedule a defense date and room (contact Academic Programs).

PhD students need to request an outside examiner (contact Academic Programs).

Defend your thesis. Date: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_ Time: ­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Make the needed faculty corrections on thesis/dissertation.

Fill out and print Thesis/Dissertation Approval Form (Provide form to CFOS Academic Programs to acquire signatures via Docusign).

 Turn in thesis/dissertation to Department Chair (MARINE BIOLOGY AND OCEANOGRAPHY students must turn in Research Competence form with thesis/dissertation). Due Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Make needed corrections.

Turn in thesis/dissertation to Dean (this MUST go through Academic Programs). Due Date:­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Make needed corrections.

Submit your thesis electronically to the Graduate School (follow thesis submittal instructions on page 31 of the SFOS Graduate Handbook) AND provide a PDF copy to CFOS Academic Programs.

Make needed corrections.

Final copies (with all formatting corrections completed-this is where you will print your one copy on thesis paper.)

 PhD Candidates also need to submit:

1. ![MCj02328990000[1]]()SLED Survey (available Graduate School Website)
2. UMI Microfilm and copyright form
3. 50 word abstract (for commencement booklet)

INDS candidates (Master and PhD)

1. INDS Survey

**GRADUATION (now you are at the finish line)!! Congratulations!!!**