

Department of Physics Dissertation Submission Policy and Deadlines

Final approval of your thesis and oral defense is determined by your Thesis Committee, augmented by one additional faculty member. Your committee should therefore, consist of **5 members total**. Three of the five committee members, *including your thesis advisor*, serve as Readers of the dissertation.

- 1.) Email the Program Administrator, [Evette Ma](#), to confirm that you have satisfied all program requirements for your PhD. Submit an [Advanced Coursework Form](#) if you haven't already.
- 2.) Email Evette once you and your committee have settled on a defense date, and confirm the names of your 2 additional Readers. **You must defend your thesis before GSAS's final dissertation submission deadline.**
- 3.) Submit a [Thesis Committee Form](#) signed by your advisor. This is the same form you submitted in Year 3. Most students start with 4 committee members. If you started with 5 members and haven't changed any members in your committee since its formation, then there is no need to submit another committee form.
- 4.) Submit a preliminary draft of your thesis **3 weeks** before your defense date by email as PDF to Evette Ma. All committee members should have a copy of your thesis at least 3 weeks before your defense date.
- 5.) All 3 Readers must read and approve your thesis for defense **2 weeks** before your defense date. Those who cannot submit a hardcopy [Reader Sheet](#) can email Evette confirming their approval. Once confirmation is received from all Readers the defense may proceed and an announcement will be sent to the entire NYU Physics community. **Your defense will not be allowed to proceed without Reader approval.**
- 6.) Submit a final draft of your thesis **1 week** before your defense date by email as PDF to Evette Ma.
- 7.) On the day of your defense, bring a copy of the [Thesis Defense Form](#). If any of your Readers approved by email, make sure to also bring copies of the [Reader Sheet](#) for them to sign.
- 8.) The department will forward graduation paperwork to the Office of Graduation Services once all required paperwork is submitted.

The dissertation should be prepared according to the specifications given in the [GSAS Formatting Guide](#).

You are required to submit a preliminary and final draft of your dissertation to the GSAS Office of Academic & Student Life (OASA). Please carefully review GSAS's [Dissertation Submission Guidelines and Deadlines](#).