

## Deadlines for Anschutz Medical Campus Students Planning to Graduate during the 2017-2018 Academic Year

**Note:** All forms should be downloaded directly from the [Graduate School Resources](#) page to ensure you have the most up-to-date form. Old forms can't be accepted. **We welcome your submissions before the deadlines!**

Last Day To:	Fall 2017 Graduation	Spring 2018 Graduation	Summer 2018 Graduation
<i>All:</i> Submit your <b>Application for Graduation</b> (in your UCDAccess student portal) to notify the Registrar of your intent to graduate.	<b>September 11, 2017</b>	<b>February 5, 2018</b>	<b>June 11, 2018</b>
<i>Masters Only:</i> Submit <b>Application for Candidacy</b> form to the Graduate School.	<b>2 weeks prior to exam</b> No later than: <b>November 3, 2017</b>	<b>2 weeks prior to exam</b> No later than: <b>April 6, 2018</b>	<b>2 weeks prior to exam</b> No later than: <b>July 6, 2018</b>
<i>All:</i> Submit <b>Exam Request</b> form to the Graduate School for final examination.	<b>2 weeks prior to exam</b> No later than: <b>November 3, 2017</b>	<b>2 weeks prior to exam</b> No later than: <b>April 6, 2018</b>	<b>2 weeks prior to exam</b> No later than: <b>July 6, 2018</b>
<i>Doctoral Only:</i> Submit your <b>Biosketch</b> to the Graduate School.	<b>2 weeks prior to exam</b> No later than: <b>November 3, 2017</b>	<b>2 weeks prior to exam</b> No later than: <b>April 6, 2018</b>	<b>2 weeks prior to exam</b> No later than: <b>July 6, 2018</b>
<i>Thesis/Dissertation Only:</i> Schedule your format review. (Call 303.724.2911)	On or before: <b>November 17, 2017</b>	On or before: <b>April 20, 2018</b>	On or before: <b>July 20, 2018</b>
<i>Thesis/Dissertation Only:</i> Prepare <b>Thesis Approval</b> form and take to defense.	On or before: <b>November 17, 2017</b>	On or before: <b>April 20, 2018</b>	On or before: <b>July 20, 2018</b>
<i>All:</i> Take final master's comprehensive exam; defend thesis, project or report; defend dissertation.	<b>November 17, 2017</b>	<b>April 20, 2018</b>	<b>July 20, 2018</b>
<i>Thesis/Dissertation Only:</i> Submit <b>Thesis Approval</b> form to the Graduate School.	<b>Prior to submission</b> No later than: <b>December 1, 2017</b>	<b>Prior to submission</b> No later than: <b>May 4, 2018</b>	<b>Prior to submission</b> No later than: <b>August 3, 2018</b>
<i>Thesis/Dissertation Only:</i> Submit final thesis/dissertation to ProQuest.	<b>December 1, 2017</b>	<b>May 4, 2018</b>	<b>August 3, 2018</b>
<i>Thesis/Dissertation Only:</i> Make final format edits through ProQuest.	<b>December 15, 2017</b>	<b>May 4, 2018</b>	<b>August 3, 2018</b>
<b>End of Term</b>	<b>December 15, 2017</b>	<b>May 18, 2018</b>	<b>August 17, 2018</b>
<b>Commencement</b>	<b>December 16, 2017</b>	<b>May 25, 2018</b>	<b>December 15, 2018</b>

**If you miss any of these deadlines, your degree conferral will be postponed to the next semester.**

### Reminder to Thesis/Dissertation Candidates:

- Follow the Format Guide for Theses & Dissertations carefully.
- Schedule your format review before your defense (typically during the two weeks prior).
- You prepare and get your Thesis Approval form signed. This is separate from the Exam Report, which you will not handle. Both forms require similar signatures and are often confused (usually to the exclusion of the Thesis Approval).

### Reminders to Master's Candidates:

- All transfer credits must be posted before the semester in which you will defend/graduate.
- Refer to your unofficial transcript as you complete your Application for Candidacy. The Application for Candidacy records the courses that you've taken to meet your degree requirements, not necessarily all courses you've taken as a graduate student. Do not include failed classes or classes taken that do not fulfill degree requirements. The number of credits indicated on the first page should be the minimum required for your program, not the total you have taken. Courses listed on the Application for Candidacy cannot be counted toward a future master's degree.