

## GRADUATION & DEGREE CHECKOUT FORM

This form must be completed and on file in order for the program to begin the graduation certification process.

NAME: \_\_\_\_\_ ID: \_\_\_\_\_

THESIS GENRE: \_\_\_\_\_ PAGE COUNT: \_\_\_\_\_

THESIS ADVISOR: \_\_\_\_\_

FIRST READER: \_\_\_\_\_

SECOND/OUTSIDE READER: \_\_\_\_\_

GRAD TERM: \_\_\_\_\_ Date: \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

EMAIL YOU WILL USE POST GRADUATION: \_\_\_\_\_

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### **REQUIRED**

Applied for Graduation with the Graduate School. Date: \_\_\_\_\_

Final Degree Audit completed, on file, and all requirements met. Date: \_\_\_\_\_

Readers comments submitted and on file in Program Office. Date: \_\_\_\_\_

Thesis Signature page signed and submitted to Graduate School. Date: \_\_\_\_\_

Copy of signed Signature page submitted to Program Office Date: \_\_\_\_\_

PDF of thesis submitted through ProQuest to Graduate School Date: \_\_\_\_\_

Bound copy of thesis submitted to Program Office. Date: \_\_\_\_\_

If bound copy has not arrived, receipt for binding submitted Date: \_\_\_\_\_ ]

### **OPTIONAL**

Embargo form submitted to Program Office Date: \_\_\_\_\_

Signed Embargo form submitted to Graduate School Date: \_\_\_\_\_

Bio and Synopsis submitted for Program Ceremony Date: \_\_\_\_\_

### **REQUIRED PROGRAM APPROVAL**

Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTES

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