

# GRADUATE SCHOOL DEADLINES

## SUMMER 2020

**MAY 30** Students who anticipate graduating this August need to submit an online Application for Degree (via myBama/Student Tab - <https://myBama.ua.edu>).

For doctoral and EdS students, please review your transcript with your advisor/department to insure the candidacy requirement and all degree requirements have been met. If your transcript does not reflect that you have been admitted to candidacy, please fill out the Admission to Candidacy form for your department/committee approval. The Appointment of Committee form must be approved by this date. All forms can be found online at <https://graduate.ua.edu/current-students/forms-students/>.

Deadline to apply for transfer credit and receive an official transcript showing credit earned at another accredited institution (applicable only to prospective August graduates).

Tentative last day to register for and purchase the UA Student Health Insurance plan for the summer semester. Go online to <https://www.uhcsr.com.ua>.

**FINAL SEMESTER MINIMUM REGISTRATION CONCESSION** (for Master’s Thesis/Doctoral Dissertation students only). If you submit your defended Thesis/Dissertation by the dates below, you may take the minimum registration concession in your final semester:

DATES	DOCTORAL	MASTER
Up to May 5, 2020	0 Hours of 699	0 Hours of 599
May 6, 2020 – May 30, 2020	1 Hour of 699	0 Hours of 599
May 31, 2020 – June 26, 2020	3 Hours of 699	1 Hour of 599

\*\*\*This exception is only given if the student is registered for three (3) hours of dissertation research or one (1) hour of thesis research in the Spring 2020 semester.

**JUNE 26** Last day to remove a four-week I or N grade from the previously enrolled semester.

**JUNE 26** Last day to upload a defended thesis or dissertation to the ProQuest website. The uploaded thesis or dissertation must be in its final form and has been converted to a ProQuest format (e.g. PDF) and has received final approval from the committee chair to upload in that format.

The Committee Acceptance Form for Electronic Thesis or Dissertation must be submitted to the Graduate School the same day the thesis/dissertation is submitted to ProQuest. Please go to <http://services.graduate.ua.edu/etd/> and follow the step-by-step instructions to submit your thesis/dissertation electronically. The “Committee Acceptance Form for Electronic Thesis or Dissertation” is located online at <https://graduate.ua.edu/current-students/forms-students/>. **Please note that this form requires all original signatures – Photocopied signatures will not be accepted.**

All Doctor of Nursing Practice projects must be completed and approved by the Project Chair. Capstone College of Nursing will send confirmation of the approval/completion date to the Graduate School for students graduating in August.

**THERE ARE NO EXCEPTIONS TO THE JUNE 26 DEADLINE!**

**July 17** Last day to report the results of final comprehensive examinations to the Graduate School Office for those students NOT writing a thesis or dissertation and who expect to graduate in August. An electronic copy may be sent to the Graduate School at [gradreg@ua.edu](mailto:gradreg@ua.edu) by the department chair or graduate program director.

**AUGUST 1** **COMMENCEMENT**