Thesis advisor and committee review thesis.

*This step is repeated until the committee thinks the thesis is ready to be defended.*

**Student** makes revisions recommended by advisor and committee.

**Student:** applies for graduation in the semester that they meet all degree requirements.
See Degree Services webpage for current graduation application deadlines.

Advisor and committee approve thesis for defense.

**Student:**

* Schedules the thesis defense. The time and date must be publicly posted and information sent to the Graduate School
* If a Ph.D. student, arranges for an Outside Examiner at least two weeks before the defense.
* If a Ph.D. student, delivers a copy of the dissertation to the Outside Examiner at least one week before the defense.
* Defends thesis. (The **Report of Thesis Defense** is signed by the committee and emailed to the Graduate School.)

After the defense, the Advisory Chair and committee indicate the revisions needed before final approval of the thesis.

Student completes the revisions.

Department chair reviews the thesis and signs the Approval Form if he/she approves.

Committee signs the Approval Form.

**College dean reviews the thesis and signs the Approval Form.**

*If the department chair or dean or Graduate School requires revisions, the thesis will be returned to the student.*

**Graduate School dean conducts final review. Graduate School returns copy for any required corrections to the student via ETD.**

Graduate School Dean signs the Thesis/Dissertation Approval Form after any and all required corrections are completed.

College dean’s office submits the Thesis/Dissertation Approval Form to the Graduate School via Docu-Sign workflow for GS Dean’s approval and signature.

**Student graduates**

**Student**:
 Uploads the college **approved** thesis or dissertation to ETD for final review.
 **See Submission Deadlines on the GS Thesis webpage**.

Graduate School (via ETD) sends Approval Email; Office of Degree Services conducts final degree audit and awards degree if all degree requirements are met.

**Student writes the thesis.**