



## PhD Graduation Checklist

		Deadline
	Submit <a href="#">Nomination of Exam Committee</a>	6 months before defense <i>and no later than May 28th</i>
	Attend Graduation Seminar	Fall Term - August Spring Term - January PowerPoint available upon request
	Complete Application for Graduation in <a href="#">SURFS</a>	September 12, 2024
	Review <a href="#">Procedures for Examination for Doctoral Dissertation</a>	
	Review <a href="#">Thesis/Dissertation Style Guide</a> for writing your Dissertation	
	Create Title Page - template provided under <a href="#">Resources for Graduating Students webpage</a>	
	Submit <a href="#">Certification of Completion</a> for the Doctoral Dissertation <i>Certifies that you are ready to defend. It must be signed by committee chair and readers. Submit around the same time as the defense announcement.</i>	At least two weeks before defense
	Submit <a href="#">Defense Announcement</a>	At least two weeks before defense
	Submit Report of Examining Committee Form <i>The Graduate School will email original form to the assigned Dean's Representative. It indicates a Pass, Provisional Pass, or Fail.</i>	Two DAYS after defense
	Create & Submit Approval Sheet - template provided on the website under <a href="#">Resources for Graduating Students</a> webpage	Two weeks after defense
	Register for <a href="#">ORCID Identifier</a> <i>Each thesis/dissertation student must sign up for this - ORCID registration creates a unique digital identifier to link your dissertation, manuscripts, and other research activities.</i>	Two weeks after defense

	Submit <a href="#">Dissertation</a>	Two weeks after defense
	Submit <a href="#">Electronic Publication Form</a>	Two weeks after defense
	Submit <a href="#">Survey of Earned Doctorates</a>  <a href="#">Brochure</a> <a href="#">Confidentiality Agreement</a>	Two weeks after defense

*Failure to submit any of the above items may result in a delay or reverse of your degree conferral.*

If you have questions, contact your [Graduate Program Director](#)

Send all completed forms to [gradforms@umaryland.edu](mailto:gradforms@umaryland.edu)

Matrix of [Graduation Deadlines](#)

Graduate Degree [Verification Letter Request Form](#)