

2009-2010 Deadlines and Procedures for Graduate Degrees
All forms can be found at <http://www.gradsch.wsu.edu/formsfordegree.html>

<u>Procedure</u>	<u>Master's Deadlines</u>	<u>Doctoral Deadlines</u>												
1. Obtain an Advisor/Committee Chairperson		<u>BOTH</u> As soon as possible after admission to Graduate School												
2. Submit <i>Program of Study</i> to the Graduate School	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Deadline</u></th> <th style="text-align: left;"><u>Term of Graduation</u></th> </tr> </thead> <tbody> <tr> <td>03-27-2009.....</td> <td>Summer 2009</td> </tr> <tr> <td>06-12-2009.....</td> <td>Fall 2009</td> </tr> <tr> <td>11-13-2009.....</td> <td>Spring 2010</td> </tr> <tr> <td>03-26-2010.....</td> <td>Summer 2010</td> </tr> </tbody> </table>	<u>Deadline</u>	<u>Term of Graduation</u>	03-27-2009.....	Summer 2009	06-12-2009.....	Fall 2009	11-13-2009.....	Spring 2010	03-26-2010.....	Summer 2010	No later than one semester preceding Preliminary Exam, Orals or Final Exam		
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3. Schedule Preliminary Exam	N/A	After approval and completion of most of the Program. No later than 10-working-days (2 weeks) prior to the Exam.												
4. Preliminary Examination	N/A	At least 4 months (one semester) prior to Final Oral Examination												
5. Submit <i>Application for Degree</i> (Graduation) to the Graduate School * Last day to apply for a Graduate Certificate		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>App Deadline</u></th> <th style="text-align: left;"><u>Graduation</u></th> </tr> </thead> <tbody> <tr> <td>06-26-2009.....</td> <td>Summer 2009</td> </tr> <tr> <td>10-09-2009.....</td> <td>Fall 2009</td> </tr> <tr> <td>03-05-2010.....</td> <td>Spring 2010</td> </tr> <tr> <td>06-25-2010.....</td> <td>Summer 2010</td> </tr> </tbody> </table>	<u>App Deadline</u>	<u>Graduation</u>	06-26-2009.....	Summer 2009	10-09-2009.....	Fall 2009	03-05-2010.....	Spring 2010	06-25-2010.....	Summer 2010		
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6. Pay Graduation Fee (\$50); and Microfilm Fee (\$75) for Doctoral Students; Optional (\$65) Copyright Fee for Doctoral Students		Pay at <i>Cashier's Office</i> Phone: (509)335-2018 Prior to submitting Application for Degree												
7. Submit <i>Final Exam Scheduling Form</i> no later than 10-working-days prior to the exam. Submit a draft copy (electronic okay) of thesis/dissertation. (Ph.D: Be aware of * below when scheduling)		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;"><u>Scheduling</u></th> </tr> <tr> <th style="text-align: left;"><u>Deadline</u></th> <th style="text-align: left;"><u>Graduation</u></th> </tr> </thead> <tbody> <tr> <td>07-02-2009.....</td> <td>Summer 2009</td> </tr> <tr> <td>11-06-2009.....</td> <td>Fall 2009</td> </tr> <tr> <td>04-02-2010.....</td> <td>Spring 2010</td> </tr> <tr> <td>07-02-2010.....</td> <td>Summer 2010</td> </tr> </tbody> </table>	<u>Scheduling</u>		<u>Deadline</u>	<u>Graduation</u>	07-02-2009.....	Summer 2009	11-06-2009.....	Fall 2009	04-02-2010.....	Spring 2010	07-02-2010.....	Summer 2010
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9. Submit final thesis/dissertation in electronic format to www.dissertations.wsu.edu AND submit Title Page, Abstract and Signature Page to the Graduate School along with required forms *Doctoral students wishing to participate in Commencement must pass defenses successfully and committee must have the ballot paperwork to the Graduate School Office prior to Commencement.		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;"><u>Submission</u></th> </tr> <tr> <th style="text-align: left;"><u>Deadline</u></th> <th style="text-align: left;"><u>Graduation</u></th> </tr> </thead> <tbody> <tr> <td>07-24-2009.....</td> <td>Summer 2009</td> </tr> <tr> <td>12-04-2009.....</td> <td>Fall 2009</td> </tr> <tr> <td>04-23-2010.....</td> <td>Spring 2010</td> </tr> <tr> <td>07-23-2010.....</td> <td>Summer 2010</td> </tr> </tbody> </table>	<u>Submission</u>		<u>Deadline</u>	<u>Graduation</u>	07-24-2009.....	Summer 2009	12-04-2009.....	Fall 2009	04-23-2010.....	Spring 2010	07-23-2010.....	Summer 2010
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