

Thesis and Dissertation Deadlines

Academic Year 2009-2010

- Deadlines apply to all thesis and dissertation filers and are the same for all colleges.
- All students should obtain a pre-oral defense format check and the required post-defense format check/approval by emailing their documents in Word format to tad@ohio.edu.
- Students need to confirm with their department/college that they have fulfilled all other graduation requirements.
- While the Alden Library no longer requires a printout of the final document (unless the student selects to file in paper or requests a publication delay for the electronic filers), some advisors and departments may request students to print a copy of the final document for their records.

Quarter	Year	Graduation Deadline and TAD Submission Form Due	Document submitted to Committee	Oral Defense	Final Document*	Final Document for Early Filers**
Fall	2009	Wed, Sep 30, 2009	Fri, Oct 16, 2009	Fri, Oct 30, 2009	Fri, Nov 13, 2009	Wed, Dec 16, 2009
Winter	2010	Mon, Jan 25, 2010	Fri, Feb 12, 2010	Fri, Feb 26, 2010	Fri, Mar 12, 2010	Wed, Mar 24, 2010
Spring	2010	Tue, Apr 20, 2010	<i>Dissertation Deadline</i> Fri, Apr 9, 2010	<i>Dissertation Deadline</i> Fri, Apr 23, 2010	<i>Dissertation Deadline</i> Fri, May 7, 2010	Wed, Jun 16, 2010
			<i>Thesis Deadline</i> Fri, May 7, 2010	<i>Thesis Deadline</i> Fri, May 21, 2010	<i>Thesis Deadline</i> Fri, Jun 4, 2010	
Summer	2010	Thu, Jul 29, 2010	Fri, Jul 23, 2010	Fri, Aug 6, 2010	Fri, Aug 20, 2010	Fri, Aug 30, 2010
Additional Details: For Summer Quarter the deadline is one week before the last day of classes.		All forms can be found at www.ohio.edu/etd under Step 2.	Send final document to committee member one or two weeks before the oral defense or as directly by advisor.	Schedule no later than two weeks before <i>Final Document</i> deadline, except for unusual circumstances.	Email final post-oral defense document to etd@ohio.edu before 3:00 p.m.	Email to etd@ohio.edu before 10 a.m. Document must be updated with the following month and year of graduation. (*See additional information below.)

***Attention College of Health and Human Services students:** Your document must be sent to Jennifer Horner at hornerj@ohio.edu one week before the deadline for a document review and edits. For this reason, we recommend scheduling your oral defense one week earlier.

****Attention Early Filers:** The deadline for the *Final Document* cannot be moved, but if you missed the *Final Document* deadline for your intended quarter of graduation, you may avoid paying tuition in the following quarter if you meet the following requirements:

- 1) You are currently registered for graduation and thesis/dissertation hour(s).

- 2) You have no Visa restriction requiring you to be registered in the quarter you graduate. (You can call the International Student Services office at 740-593-7330 to confirm your eligibility.)
- 3) **You submit the final post-oral defense document (with the following quarter's month and year of graduation in the document) to tad@ohio.edu before 10:00 a.m. on the Wednesday** before the first day of the quarter (include a message that you would like to be processed before the first day of the quarter to avoid tuition). You should have previously had an initial format check on your document before this date to assure your document can be processed in two days.
- 4) You respond timely to TAD Services request for format revisions to have your **document in final form before 11:00 noon on the Friday** before the first day of the quarter.
- 5) You have all **forms and processes completed by 12 noon on the Friday** before the first day of the quarter as follows:
 - a) For Master students: TAD Submission and upload to OhioLINK is complete (when request via email).
 - b) For Doctoral students: TAD Submission, Online Survey of Earned Doctorates, Online ProQuest/UMI, and upload to OhioLINK (when requested via email).
 - c) For Master and Doctoral students: If the optional Publication Delay was selected (for electronic filers), the signed form and the final printed document are in the TAD Services office.
- 6) If students receives any services from any office on campus in the following quarter, they must register and pay tuition in that quarter.