

**SPRING SEMESTER 2017**

*NOTE: Failure to meet deadlines may result in the postponement of receipt of the degree.*

**\*These dates are subject to change.**

**Degree plans** should be **approved** by our office at least **90 working days** prior to submission of the Request and Announcement of the Final Examination.

**MASTER'S – NON-THESIS OPTION**

|             |           |  |
|-------------|-----------|--|
| November 11 | Friday    | Last day for the Office of Graduate and Professional Studies to receive degree plan if graduating in May 2017.   |
| January 4   | Wednesday | First day to apply for degrees to be awarded in May 2017.  |
| January 13  | Friday    | Last day to register for spring semester classes. Refer to <a href="http://finance.tamu.edu/sbs">http://finance.tamu.edu/sbs</a> for tuition and fee due dates.  |
| January 17  | Tuesday   | First day of spring semester classes.  |
| January 23  | Monday    | Last day for adding/dropping courses for the spring semester by 5:00 p.m.  |
| February 17 | Friday    | <b>LAST DAY TO APPLY FOR DEGREES TO BE AWARDED IN MAY BY 5:00PM</b> without a late fee. A diploma fee of \$47.50 must be paid either at registration or at Student Business Services (GSC). Complete the application for degree form via the Howdy Portal. <b>A LATE CHARGE OF \$50.00 WILL BE ASSESSED TO STUDENTS WHO APPLY FOR GRADUATION AFTER 02-17-17.</b> |
| February 24 | Friday    | Last day for MS students to change degree to M.Eng. or M.C.S. and still graduate in May 2017.  |
| March 31    | Friday    | Last day to submit "Request and Announcement of the Final Examination" <b>or 10 working days prior to the examination, whichever comes first</b> to the Office of Graduate and Professional Studies.   |
| April 14    | Friday    | Last day to submit "Request for Exemption from Final Examination" for students in M.Eng., MCS or M.Ed. in EPSY.  |
| April 7     | Friday    | Last day to submit petitions to change degree plan coursework for students in master's programs without a final examination requirement: MAB, MBA, MMR, MIA, MID, MPSA, MRE, MS programs in the Lowry Mays College of Business, and MS programs in EHRD – HRD option.  |
| April 14    | Friday    | Last day to take final examination.  |
| April 18    | Tuesday   | Last day for <u>all</u> students to drop courses with no penalty (Q-drop). Last day to officially withdraw from the University.  |

**MASTER'S – THESIS OPTION**

|             |           |  |
|-------------|-----------|--|
| October 14  | Friday    | Last day for the Office of Graduate and Professional Studies to receive degree plan if graduating in May 2017.   |
| November 30 | Wednesday | Electronic Thesis/Dissertation System Re-Opens for May 2017 degree candidates.   |
| January 4   | Wednesday | First day to apply for degrees to be awarded in May 2017.  |
| January 4   | Wednesday | First day students are able to clear thesis for Spring graduation.   |
| January 13  | Friday    | Last day to register for spring semester classes. Refer to <a href="http://finance.tamu.edu/sbs">http://finance.tamu.edu/sbs</a> for tuition and fee due dates.  |
| January 17  | Tuesday   | First day of spring semester classes.  |
| January 23  | Monday    | Last day to clear thesis by 5:00 p.m. to avoid registration in Spring 2017 semester.   |
| January 23  | Monday    | Last day for adding/dropping courses for the spring semester by 5:00 p.m.  |
| January 27  | Friday    | Last day to submit thesis research proposal.   |
| February 17 | Friday    | <b>LAST DAY TO APPLY FOR DEGREES TO BE AWARDED IN MAY BY 5:00PM</b> without a late fee. A diploma fee of \$47.50 must be paid either at registration or at Student Business Services (GSC). Complete the application for degree form via the Howdy Portal. <b>A LATE CHARGE OF \$50.00 WILL BE ASSESSED TO STUDENTS WHO APPLY FOR GRADUATION AFTER 02-17-17.</b> |
| February 24 | Friday    | Last day to submit "Request and Announcement of the Final Examination" <b>or 10 working days prior to the examination, whichever comes first</b> to the Office of Graduate and Professional Studies.   |
| February 24 | Friday    | Last day to submit "Request for Exemption from Final Examination"  |
| March 10    | Friday    | Last day to take final exam (defend thesis)  |
| March 24    | Friday    | Last day to submit a signed approval form and a PDF file of the thesis in final form by 5:00 p.m. The signed approval form is submitted to OGAPS. The PDF file must be submitted via the web to <a href="https://etd.tamu.edu">https://etd.tamu.edu</a> .†   |
| April 18    | Tuesday   | Last day for <u>all</u> students to drop courses with no penalty (Q-drop). Last day to officially withdraw from the University.  |

## DOCTORAL DEGREES

**Preliminary examination results must be received by the Office of Graduate and Professional Studies at least 14 WEEKS prior to the final examination date.**

|             |           |  |
|-------------|-----------|--|
| October 14  | Friday    | Last day for the Office of Graduate and Professional Studies to receive degree plan if graduating in May 2017.   |
| November 30 | Wednesday | Electronic Thesis/Dissertation System Re-Opens for May 2017 degree candidates.   |
| January 4   | Wednesday | First day to apply for degrees to be awarded in May 2017.  |
| January 4   | Wednesday | First day students are able to clear dissertation for Spring graduation.   |
| January 13  | Friday    | Last day to register for spring semester classes. Refer to <a href="http://finance.tamu.edu/sbs">http://finance.tamu.edu/sbs</a> for tuition and fee due dates.  |
| January 17  | Tuesday   | First day of spring semester classes.  |
| January 23  | Monday    | Last day to clear dissertation by 5:00 p.m. to avoid registration in Spring 2017 semester.   |
| January 23  | Monday    | Last day for adding/dropping courses for the spring semester by 5:00 p.m.  |
| February 17 | Friday    | <b>LAST DAY TO APPLY FOR DEGREES TO BE AWARDED IN MAY BY 5:00PM</b> without a late fee. A diploma fee of \$47.50 must be paid either at registration or at Student Business Services (GSC). Complete the application for degree form via the Howdy Portal. <b>A LATE CHARGE OF \$50.00 WILL BE ASSESSED TO STUDENTS WHO APPLY FOR GRADUATION AFTER 02-17-17.</b> |
| February 24 | Friday    | Last day to submit "Request and Announcement of the Final Examination" <b>or 10 working days prior to the examination, whichever comes first</b> to the Office of Graduate and Professional Studies.   |
| March 10    | Friday    | Last day to take final exam. (Defend dissertation or record of study)  |
| March 24    | Friday    | Last day to submit a signed approval form and PDF of the dissertation in final form by 5:00 p.m. Signed approval form is submitted to <b>OGAPS</b> . The PDF file must be submitted via the web to <a href="https://etd.tamu.edu">https://etd.tamu.edu</a> *   |
| April 18    | Tuesday   | Last day for <u>all</u> students to drop courses with no penalty (Q-drop). Last day to officially withdraw from the University.  |

†Note: Meeting Thesis Office deadlines does not guarantee, but merely maintains, eligibility for graduation/clearance in a certain time frame.

## ADDITIONAL DEADLINES FOR DEGREES TO BE CONFERRED IN MAY 2017

### CLEARANCE FOR MAY 2017 DEGREE CANDIDATES

|        |           |   |
|--------|-----------|---|
| May 10 | Wednesday | Academic Degree Evaluations conducted <i>after</i> 6:00 p.m. Results available after 10:00 pm.  |
| June 2 | Friday    | Last day to CLEAR for spring 2017 graduation. (Applies <b>ONLY</b> to those students not clearing final audit on degree audit night.) |

### COMMENCEMENT CEREMONIES

|           |           |   |
|-----------|-----------|---|
| May 11-13 | Thurs-Sat | Commencement (additional information available at <a href="http://graduation.tamu.edu">http://graduation.tamu.edu</a> ) |
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For relevant forms and processes, click on the following link:

<http://ogs.tamu.edu/incoming-students/student-forms-and-information/>

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