### IMPORTANT DATES

**SUMMER 2017**

**NOTE ON SIGNATURES:** All forms must be processed through the College of Education, Graduate Studies Office in Student Services, Room 1204 in the Benjamin Building. Forms must bear the 2 required department signatures (advisor and the Program Director of Graduate Studies). “Forms Used by Graduate Students” and “Step-by-Step Toward Graduation” are available on the web at [http://www.education.umd.edu/studentinfo/graduate_info](http://www.education.umd.edu/studentinfo/graduate_info).

**PLEASE REQUEST A STUDENT “AUDIT” FORM By EMAIL coe-gradstuservices@umd.edu.** This is a service provided that will inform you of what is needed "by you" in order to graduate. Please request the AUDIT prior to deadlines. Unofficial transcripts may be obtained on the web at [http://www.testudo.umd.edu/apps/uotrans/](http://www.testudo.umd.edu/apps/uotrans/).

**DUE DATE** | **DESCRIPTION** | **WHO**
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**Feb 28**<br>Friday | SUMMER REGISTRATION BEGINS<br>Register on-line.<br>Early registrant payment is due on or before **MAR 26th**. Students who register on or after March 26th must submit information via the Payment Calculation Page. **Payment** is required at the time of registration starting March 26th. **Payment policy** does not follow the standard fall/spring semester payment due dates. Non-payment may result in course cancelation and a block from future registration.<br>ALL STUDENTS

**May 24**<br>Wednesday | The **Nomination of a Doctoral Dissertation Committee form** is due in the Graduate Studies Office, Room 1204 Benjamin Building, in order to meet the **Graduate School deadline of Tuesday, May 30th**.<br>The committee form must be submitted at least 6 weeks before the scheduled defense; the Human Subjects IRB Approval letter must be on file or a copy attached to the committee form (if human subjects were used).<br>ALL GRADUATING DOCTORAL STUDENTS

**May 29**<br>Monday | Memorial Day Holiday, University is Closed<br>ALL STUDENTS/ FACULTY/ STAFF

**May 30**<br>Tuesday | First day of classes for Summer Session I (May 30 – July 7)<br>Late registration begins (late fee charged)<br>ALL STUDENTS

**Early June** | Check with your department for comprehensive examination applications (if required), deadlines, and dates.<br>ALL GRADUATING MASTER’S & AGS STUDENTS

**June 29**<br>Thursday | All “Graduate Certificate Completion” forms are due to Student Services to meet the Graduate School deadline of Friday, July 7th.<br>GRADUATE CERTIFICATE STUDENTS

**June 29**<br>Thursday | The **Approved Program form** due for all master’s students.<br>Master’s thesis student deadline for the **Nomination of a Thesis Committee form**.<br>The Committee form must be submitted at least 6 weeks before the scheduled defense; the Human Subjects IRB Approval letter must be on file or a copy attached to the committee form (if human subjects were used).<br>Approved forms are due to Graduate Studies Office, Room 1204 Benjamin Building, to meet the Graduate School deadline of July 7th.<br>ALL GRADUATING MASTER’S STUDENTS

**JULY 4**<br>Tuesday | University is Closed – Independence Day Holiday July 4th<br>ALL STUDENTS/ FACULTY/ STAFF

**July 7**<br>Friday | Last day of classes for Summer Session I<br>ALL STUDENTS

**July 10**<br>Monday | First day of classes for Summer Session II (July 10– August 18)<br>Late registration begins (late fee charged)<br>ALL STUDENTS

**July 14**<br>Friday | Last day to for degree candidates to apply online.<br>Certificate candidates must submit a hard-copy of the "Application for Graduation – Graduate Certificate".<br>ALL GRADUATING STUDENTS

**July 28**<br>Friday | Comprehensive exam results due in Student Services for master’s students (if required), and A.G.S. students.<br>ALL GRADUATING MASTER’S & AGS STUDENTS

**July 28**<br>Friday | Final seminar papers and/or research papers (for M.Ed. and M.A. non-thesis options) signed by the professor directing the paper and the advisor, are due in the Graduate Studies Office, room 1204 Benjamin Building. **No extensions for the final approved seminar paper will be given beyond July 28th.**<br>Please check with the professor directing the paper for their submission requirements and deadlines, in order to meet the **July 28th** deadline.<br>ALL GRADUATING MA NON-THESIS or MED STUDENTS
**REGULATIONS**

- Continuous registration is required. All students must be registered each fall and spring semester for a minimum of 1 credit that will accurately reflect the student’s involvement in graduate study and use of University resources. Students may request a leave of absence (check criteria). Master’s and pre-candidacy doctoral students may request a waiver of the registration requirement by filing the “Petition for Waiver of Continuous Registration” form. Leave of absences and waivers must have Department and College approval. Students who have approved waivers may not use any facility or resource of the University. Students must be making satisfactory progress in order to be granted a waiver. Forms may be found on the web at http://www.gradschool.umd.edu/current_students/general_forms_for_graduate_students.html.

- Doctoral student registration for 899 dissertation credit is not permitted until the doctoral student has advanced to candidacy.

- Pre-candidacy doctoral students may register for 898 “Pre-Candidacy Research” for 1-8 credits (carries 18 units).

- Doctoral candidates, advanced to candidacy, are automatically registered for 6 credits of 899 dissertation credit by the University each fall and spring semester. The credit level is not variable, and can not be adjusted.

- Students must be registered for a minimum of one credit in the intended semester of graduation, including one of the summer sessions for August graduation.

- Doctoral candidates who have accumulated the required number of 899 dissertation credits prior to August graduation may register for a minimum of one credit of 899 dissertation credit (variable credit is available in summer only, with tuition charged by the credit), or 898 pre-candidacy credit, or any other credit approved by the student’s advisor, in order to meet the registration requirement for summer graduation.

- It is necessary to apply for graduation early in the semester of graduation. If graduation requirements are not met in the semester of initial application, the Application for Graduation continues to carry over until graduation requirements are met. However, any student whose time expires before graduation requirements are met will not have their Application for Graduation rolled over. These students will need to request a time extension and reapply to graduate. There will be no fee charged for the Application for Graduation.

- Students are responsible for meeting deadlines when fulfilling final degree requirements.

- Students should check the graduate program that they are enrolled in for applicable deadlines it may have.

- For additional information, call the Graduate Studies Office, College of Education, 301-405-2344 or 301-405-2361.

**FALL 2017 SEMESTER** (Check the Fall 2017 Important Dates for deadlines):

- August 28 Monday  First Day of Classes
- December 19 Tuesday  Campus Commencement (College ceremonies held on Wednesday, December 20, 2017)