

June 2020 Graduation Deadlines for Humanities Graduate Students

What You Must Do	When it must be done:		Each step must be completed before its associated deadline
	Graduate Studies Deadlines	College of Humanities Deadlines	
1. Apply for Graduation	13-Mar-20 * 1-May-20		This is the last day for graduate students to apply for graduation online in AIM. Go to byu.edu, myBYU, School, Apply for Graduation. * (If not planning to walk in April graduation ceremonies.)
2. Confirm approval	20-Mar-20 * 15-May-20		This is the last day for departments to accept a student's graduation application in AIM (GRADQ and ADV01). * (If not planning to walk in April graduation ceremonies.)
3. Schedule your thesis defense	Ideally by No later than	15-May-20 21-May-20	Send request to your committee to clear you on Graduate Progress (gradprog) to defend. Coordinate date and time with your committee and send that information to Mary Beth preferably no later than 1 week prior to the defense date. Scheduling the defense earlier leaves more time to make corrections
4. a) Pass your oral defense	Ideally by No later than	16-May-20 28-May-20	
5. a) Revise b) Read, understand, and follow instructions		28-May-20	a. Revise your Thesis as requested at your thesis defense b. Convert your thesis to a PDF file that meets <u>all</u> of Graduate Studies' requirements. (See especially ADV Forms 11, 11a, and 11b.)
6. Get approval to submit your ETD		28-May-20	Committee clears thesis as passed in gradprog.
7. Submit your ETD		28-May-20	Upload your ETD to gradprog for first clearance by Graduate Studies.
8. Fix ETD and resubmit it, until it is correct	Ideally by Not after*	28-May-20 12-Jun-20	This is the last day for the Department to approve your ETD.
9. College receives ETD to approve in gradprog	Ideally by Not after*	2-Jun-20 15-Jun-20	
10. a) Make corrections b) Resubmit c) Repeat until approved	Ideally by Not after*	9-Jun-20 18-Jun-20	This is the last day for the College to approve your ETD. *Warning! Students rushing to meet these "Not After" dates make mistakes. Historically, more than 70% of the ETD submissions uploaded during the 2 days preceding this "Not After" dates have been rejected, and some students have had to delay their graduation.
11. Attend Graduation	N/A		Graduation: University Commencement
	N/A		Graduation: College Convocations

Last revised 13 April, 2020. Please contact Leslee Thorne-Murphy with suggested changes, lesleetm@byu.edu.