THE GRADUATE SCHOOL

Master's Degree Completion Checklist

All master's students:

☑ Accept your offer to earn a degree at a world-class research and training university.

☐ Maintain continuous registration until degree conferral, which is explained here.

☐ Track degree progress in u.achieve.

☐ Apply for graduation in the beginning of your final semester. Applications automatically roll over to the next semester if you are unable to graduate that semester.

☐ Submit Approved Program form to your program's Director of Graduate Studies (DGS) in the beginning of your final semester.

☐ Ensure any required final papers, capstones, or projects are complete.

☐ Ensure any admissions provisions and/or language conditions are satisfied prior to graduation.

Thesis students:

☐ Register for 799 on Testudo for up to three thesis credits with your advisor(s). A total of six credits of 799 are required for graduation with a thesis.

☐ Get your research approved before you begin any data collection.
- Human subjects: Institutional Review Board (IRB)
- Vertebrate species: Institutional Animal Care and Use Committee (IACUC)
- Recombinant RNA/DNA research: Biosafety Committee

☐ Form a committee and submit the Nomination of Committee form signed by your advisor and your program's DGS to the Office of the Registrar's Graduate Degrees Clearance Services by the posted deadline. See related thesis committee policies.

☐ Defend your thesis. Be sure to review the policies on oral examinations.

Questions?

Email us at gradschool@umd.edu