

November 10, 2021

Dear AUB student, ID xxxxxxxx

We hope you are doing well and staying safe.

You are receiving this email because you are a graduate student at AUB who may be planning to graduate at the end of this fall semester.

**Application is not optional.** The application allows us to collect information necessary to your graduation. Those who do not apply will not graduate.

- If you are a master's student working on a degree without a thesis, please meet with your advisor and go over your program requirements. If you both agree that you are likely eligible to graduate, please apply.
- If you are a master's student working on a degree with a thesis or a PhD student, please note the following **hard** deadlines. We regret that there will be **no exceptions** made to these deadlines, so we encourage you to monitor your progress carefully:

Thesis defense deadline: **January 27, 2022.**

Thesis Library submission form deadline: **February 7, 2022.**

The Thesis defense and Thesis library submission forms must be received by Mrs. Rola Badreddine (email: [rb17@aub.edu.lb](mailto:rb17@aub.edu.lb)) by the deadlines mentioned above at the very latest.

If you are likely going to meet these deadlines, please apply.

In both cases, carefully read and follow the instructions posted [here](#) to apply.

VERY IMPORTANT: Also note the following:

- **Students who do not complete the Arabic name properly (first, middle/father, last) as per the exact spelling on the legal document they upload will risk delays in the process and in receiving the degree.**
- **Students who require a change in their English name must notify the Office of the Registrar separately at [regist@aub.edu.lb](mailto:regist@aub.edu.lb) and attach a legal document confirming this change.**

The deadline for your application is **December 10, 2021**, but we encourage you to apply early and meet with your advisor or supervisor as soon as you can to discuss your readiness to apply to graduate. Any student who fails to apply to graduate by the deadline will have to defer graduation to the spring semester.

We wish you continued success in this semester.

Kind Regards,

Office of the Registrar