

## **Graduate Division Graduation Dates – 2008/2009**

To file during the summer months free of charge, you must have been enrolled every quarter of the previous academic year. If you were not, i.e., were on leave or withdrawn, you must enroll for two units of directed studies (297/299) in Summer Session.

*Note: Final defense of dissertation must be presented prior to filing.*

### **Spring Quarter 2008, Graduation Dates**

- March 25 If enrolled or on filing fee status for Winter 2008 you may file by this date and not pay Spring 2008 fees. Your degree conferral date will be June 2008.
- March 27 Application for Advancement to Candidacy due for Master's Degrees to be awarded Spring 2008.
- June 6 Rough draft of manuscript due to Graduate Division for format review.
- June 13 Last date to complete final defense and file dissertation/thesis with Graduate Division and receive a June 2008 graduation date.

### **Summer Quarter 2008, Graduation Dates**

- August 22 Rough draft of manuscript due to Graduate Division for format review.
- August 29 Last date to complete final defense and file dissertation/thesis with Graduate Division and receive an August 2008 graduation date.

### **Fall Quarter 2008, Graduation Dates**

- September 19 If enrolled in Summer Session (or enrolled/on filing fee status every quarter of the previous academic year) you may file by this date and not pay Fall 2008 fees. Your degree conferral date will be December 2008.
- September 25 Application for Advancement to Candidacy due for Master's Degrees to be awarded Fall 2008.
- December 5 Rough draft of manuscript due to Graduate Division for format review.
- December 12 Last date to complete final defense and file dissertation/thesis with Graduate Division and receive a December 2008 graduation date.

### **Winter Quarter 2009, Graduation Dates**

- January 2 If enrolled or on filing fee status for Fall 2008 you may file by this date and not pay Winter 2009 fees. Your degree conferral date will be March 2009.
- January 5 Application for Advancement to Candidacy due for Master's Degrees to be awarded Winter 2009.
- March 13 Rough draft of manuscript due to Graduate Division for format review.
- March 20 Last day to complete final defense and file dissertation/thesis with Graduate Division and receive a March 2009 graduation date.

## **Registration/Filing Fee Status**

During the quarter in which you graduate you must be either registered or on filing fee status. The Summer Session may be an exception--see below. Filing Fee status applications can be obtained from the Graduate Academic Affairs office, or from our website at [www.graduate.ucr.edu/ESforms.html](http://www.graduate.ucr.edu/ESforms.html). Students on Filing Fee status do not enroll in coursework and pay only one-half of the University Registration fee. After the application for Filing Fee status is approved, tuition and fees are adjusted to reflect the correct payment amount (approximately \$131). Since students on Filing Fee status do not enroll in course work or pay registration fees, service as a TA, GSR or any other student employment title is prohibited. Eligibility for any student privileges or the use of University facilities (except for the Library) is also restricted. **When a student is on Filing Fee status it is expected that a draft of the dissertation/thesis has been read and approved by the committee, that only minor revisions need to be made, and that no more that twelve hours of faculty time will be required.**

## **Summer Session**

To file during the summer months free of charge, you must have been enrolled or on filing fee every quarter of the previous academic year. If you were not, i.e., were on leave or withdrawn for one or more quarters, you must enroll for 2 units of dissertation/thesis research (297/299) in Summer Session.

## **Master's Candidates**

An *Application for Advancement to Candidacy* must be filed by the dates stipulated on the reverse side of this page. Instructions for the format of the thesis are available on the Graduate Division web site at [www.graduate.ucr.edu/Dissertation.html](http://www.graduate.ucr.edu/Dissertation.html). Once the Graduate Academic Affairs Office has reviewed a rough draft of the thesis, an *Acceptance and Deposit Form* will be provided to complete and return with the two final approved copies of the master's thesis. If the department requires a final defense, verification must be received from the department that this exam has been passed or has been waived before the thesis can be filed.

## **Ph.D. Candidates**

Instructions for the format of the dissertation are available on the Graduate Division web site at [www.graduate.ucr.edu/Dissertation.html](http://www.graduate.ucr.edu/Dissertation.html). Once a rough draft of your dissertation has been reviewed, we will know that you are ready to graduate. When the rough draft is reviewed, we will give you all the forms necessary to file the two final copies of your dissertation—*ProQuest Publishing Agreement Form, Acceptance and Deposit Form, Survey of Earned Doctorates, UCR Doctoral Survey and Report of Final Examination* (Form 5). If the department requires a final defense, verification must be received from the department that this exam has been passed or has been waived before the dissertation can be filed

## **Commencement Ceremony**

The Commencement Ceremony is held once a year after the Spring quarter. In March, the Office of Event Management will send out notification to all eligible students. Please check your UCR Webmail account for updates from the Graduate Division.

## **Diplomas**

Diplomas are not available for at least sixteen weeks after the last day of the quarter in which you graduate. If you have a domestic address, the Registrar's Office will notify you by mail once the diploma is available. If you would like it mailed to you, please contact the Registrar's Office and give them postage for mailing and an address where you may be reached. Remember to update your address is GROWL if you have moved.

## **Certificate of Completion**

Once you have completed all requirements for the degree a certificate of completion may be provided. This is done upon request only.