



Graduation Checklist – Semester of Graduation

- ☐ You must be enrolled in 3 credit hours of 994 (dissertation) during the semester you defend your dissertation.
- ☐ Schedule dissertation defense with divisional administrative assistant.
- ☐ Successfully defend your dissertation and have your committee complete the [Doctoral Exam Report](#). Submit to Graduate School.
- ☐ Name as you want to appear in the Commencement Program:

Name of your adviser: _____

Complete name of the student's thesis or dissertation title which will be printed in the School's May Commencement program whether you plan to attend or not attend:

- ☐ Purchase/Rent regalia if necessary. *You must defend and pass your dissertation defense by April 30 participate in the Eshelman School of Pharmacy Ceremony.
- ☐ Submit your Electronic Dissertation to the Graduate School:
<http://gradschool.unc.edu/academics/thesis-diss/> This process does incur a nominal copyright charge to the student.
- ☐ Ensure that your final grades have been posted
- ☐ Complete the Eshelman School of Pharmacy Career Exit Survey
- ☐ Complete the UNC Graduate School Graduate Exit Survey
- ☐ If necessary, request for "Early Graduation Clearance" from the Director of Graduate Studies. This is only for students who did not make the ETD submission deadline for graduation in the semester in which they have successfully defended. The request for an early clearance for graduation in the following semester will be processed after the Graduate School has certified all degree requirements have been met and The Graduate School will provide a letter of "Proof of Awarded Degree" to the student.

I confirm that the steps identified above are now complete.

Student Signature and Date

DDGS Signature and Date

ONCE THIS CHECKLIST IS COMPLETE, YOUR DIVISION RETAINS A COPY AND THE DIVISIONAL ASSISTANT SENDS ALONG A COPY WITH THE [PROGRAM CERTIFICATION OF DEGREE REQUIREMENTS](#).

DEADLINES: <http://gradschool.unc.edu/academics/resources/graddeadlines.html>

UNC GRADUATE SCHOOL HANDBOOK <http://handbook.unc.edu/phd.html>

FORMS: <http://gradschool.unc.edu/academics/resources/forms.html#doctoral>