



Office of Graduate Studies
TCU Box 297900
Fort Worth, TX 76129
817.257.7661

COLLEGE OF EDUCATION



Spring 2024 Information and Deadlines for Graduation

Feb. 2nd

Complete your online [Intent to Graduate](#) form by this date.* Students completing a dissertation or thesis should obtain and consult the current Manual for Thesis/Dissertation Defense on the COE website <http://coe.tcu.edu/forms-documents/>.

Mar. 22nd

Thesis/Treatise/Capstone/Dissertation Writers: Final draft should be available for your committee by this date.

Apr. 5th

Programs should schedule final orals for all degrees, both thesis and non-thesis (treatise) and dissertation by this date. Students are responsible for notifying the COE Graduate Office regarding the date of the oral defense.

**At least five days
prior to oral**

Thesis/Treatise/Capstone/Dissertation Writers: An electronic copy should be submitted to committee members. **It must be carefully proofread and in its final form**, except for any changes that might be suggested at the final oral.

Apr. 19th

Final orals/defenses must be completed by this date and the Thesis/Dissertation/Capstone Project grade report sent immediately to the Assoc. Dean of Graduate Studies.

Revisions

Thesis/Dissertation Writers: Upon completion you must submit any revisions within **five days** of your final oral. Once the final revisions are made, and the committee approves, send a Word document to Dr. Jan Lacina (j.lacina@tcu.edu) for final approval. A \$10 processing fee will be charged to your student account when you submit to the library for archiving (<https://library.tcu.edu/submit-thesis-or-dissertation.asp>).

May 10th

College of Education Academic Hooding Ceremony

May 11th & 12th

Degrees awarded.

* Should it be necessary to delay graduation, fill out a **Cancel Intent to Graduate** form or notify the COE Graduate office to do so. It will be necessary to complete another **Intent to Graduate** form for your new graduation date.