



COLLEGE OF  
**EDUCATION**



Office of Graduate Studies  
TCU Box 297900  
Fort Worth, TX 76129  
817. 257.7661

## Fall 2023 Information and Deadlines for Graduation

<b>Sept. 8<sup>th</sup></b>	Complete your online <a href="#">Intent to Graduate</a> 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 <a href="http://coe.tcu.edu/forms-documents/">http://coe.tcu.edu/forms-documents/</a> .
<b>Oct. 20<sup>th</sup></b>	<b>Thesis/Treatise/Capstone/Dissertation Writers:</b> Final draft should be available for your committee by this date.
<b>Nov. 3<sup>rd</sup></b>	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 Graduate Office regarding the date and title of the oral defense.
<b>At least five days prior to oral</b>	<b>Thesis/Treatise/Capstone/Dissertation Writers:</b> An electronic copy should be submitted to committee members. <b><u>It must be carefully proofread and in its final form</u></b> , except for any changes that might be suggested at the final oral.
<b>Nov. 17<sup>th</sup></b>	Final orals/defenses must be completed by this date and the Thesis/Dissertation/Capstone Project grade report sent immediately to the Associate Dean of Graduate Studies.
<b>Revisions</b>	<b>Thesis/Dissertation Writers:</b> Upon completion you must submit any revisions within <b>five days</b> of your final oral. Once the final revisions are made, and the committee approves, send a Word document to Dr. Jan Lacina, Associate Dean of Graduate Studies ( <a href="mailto:j.lacina@tcu.edu">j.lacina@tcu.edu</a> ) for final approval. A \$10 processing fee will be charged to your student account when you submit to the library for archiving ( <a href="https://library.tcu.edu/submit-thesis-or-dissertation.asp">https://library.tcu.edu/submit-thesis-or-dissertation.asp</a> ).
<b>December 15<sup>th</sup></b>	College of Education Academic Hooding Ceremony
<b>December 16<sup>th</sup></b>	Commencement

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