

## Fall 2015 Dean's Commencement Calendar

Date:	Title/Description:
Oct. 9 (Fri.)	<b>Sarah Adderholt:</b> Names of honorary degree recipients due for diploma printing.
Oct. 19 (Mon.)	<b>ROTC:</b> Candidates for commission due for program. <b>School of Education:</b> Diploma in Education list due for program.
Oct. 28 (Wed.)	<b>Graduate School:</b> Thesis titles due for program (proof).
Nov. 1 (Sun.)	<b>December Graduates:</b> Deadline to apply online for December graduation and get name in program. <b>GRAD and LAW students:</b> Last day to apply for or cancel a fall graduation application online or make changes to an existing graduation application.
Nov. 2 (Mon.)	<b>Graduate School:</b> Thesis title corrections due. <b>Board of Regents:</b> Citation changes due for program.
Nov. 6 (Fri.)	<b>Grad Coordinators:</b> Deadline for commencement program changes (approve or deny applications). <b>Sarah Adderholt:</b> Lists of outstanding graduates and marshals due for program.
Nov. 10 (Tue.)	<b>Grad Coordinators:</b> Honors lists due for program and medal orders.
Nov. 13 (Fri.)	<b>Honors Department:</b> Honors list due.
Dec. 9 (Wed.)	<b>Grad School and Law School:</b> Confirmed lists for PhD due to Registrar by noon.
Dec. 11 (Fri.) – Last Friday a week before Graduation	<b>UGRD Students:</b> Last day to apply for or cancel a fall graduation application online or make changes to an existing graduation application. <b>Grad Coordinators:</b> Honors medals available for pickup in Registrar's Office.
Dec. 14 (Mon.)	<b>Dean's Offices:</b> Honors medals available all week in Dean's and Honors Offices. <b>Departments:</b> Diploma covers available for pickup in Regent 101.
Dec. 16 (Wed.)	<b>Registrar's Office:</b> Send copy of Bursar's hold lists to Grad and Law Schools. <b>Paradigm:</b> PhD and LAW diploma delivery to Grad and Law Schools. <b>Distribution Services:</b> Program delivery due to Events Center by 3 p.m. Three boxes to Regent 101, two boxes to Chancellor's Office.
Dec. 19 (Sat.)	<b>Commencement</b>

Date:	Title/Description:
Dec. 23 (Wed.)	<b>Registrar's Office:</b> <ul style="list-style-type: none"> <li>• Mail PhD diplomas (with programs) not picked up at ceremony.</li> <li>• Post PhD degrees.</li> <li>• Run I-to-F conversion.</li> </ul>
Dec. 28 (Mon.)	<b>Registrar's Office:</b> <ul style="list-style-type: none"> <li>• Upload PhD dissertation titles to ISIS.</li> <li>• <b>Send</b> below-2.0 transcripts to Dean's Offices.</li> </ul>
Jan. 20 (Wed.)	<b>Grad Coordinators:</b> Deadline to make changes to grad roster before losing access.
Jan. 21 (Thu.)	<b>Grad Coordinators:</b> Confirmed lists and Honors lists for UGRD and MAS due. <b>December Graduates:</b> Deadline to update diploma name and address through online grad application.
Jan. 26 (Tue.)	<b>Grad Coordinators:</b> Last-minute changes for degree posting due to Registrar by noon.
Feb. 1 (Mon.)	<b>Registrar's Office:</b> Transcripts with degrees posted available for order.
Feb. 9 (Tue.)	<b>Registrar's Office:</b> Diploma order due to Paradigm for printing.
Feb. 23 (Tue.)	<b>Paradigm:</b> Diplomas mailed to students.