



completed prior to exam date

File completed Dissertation Phase Committee Form in OGSS (418 WTH)

 After a successful defense, student enters 'candidacy' phase and receives (via mail) Dissertation Phase Committee Form

 By end of first semester in candidacy phase, you must...

Once oral defense is passed, advisor files Report of Written/Oral Candidacy Examination in OGSS (418 WTH)

Examination (written) occurs; oral defense occurs within approximately 30 days (notified by department) From this point forward, student must continuously register for dissertation including summers and the semester they plan to graduate Dissertation I (first two semesters)

Dissertation II (until completion)

During proposal development, IRB application Review should be developed (if applicable)

Dissertation proposal meeting can be conducted once student, advisor, and committee reach an agreement that dissertation proposal is ready to defend; once proposal defense occurs, you must...



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File Notification of Approved Dissertation Proposal in OGSS (418 WTH)

> Submit the application for IRB approval

- Be sure to remain current with IRB (approval lapses after one year unless update is filed);
- Dissertation advisor(s) will guide draft-submission and writing process and will determine when dissertation is ready to defend;
- Defending dissertation in a certain semester does not guarantee graduation (deadlines must be met for this to occur)

By the first Friday of the semester in which you intend to graduate...

*You may apply early for future semesters

Apply for Graduation

- Via Flashline
- Via Paper Form (OGSS)
- \$200 fee for late applications

File Notification of Readiness to Defend form in OGSS (418 WTH)

Graduate faculty member is appointed, is given 10 days to review dissertation and predefense meeting is scheduled by advisor (student does not attend pre-defense); if the meeting results in clearance for defense, you must...

File Graduate Faculty Representative Form in Office of Administrative Affairs and Graduate Education (409 WTH)

Once advisor determines readiness to defend, a graduate faculty representative must be appointed; your advisor must...

You must follow the deadlines published by OGSS (418 WTH) to graduate in your intended semester Dissertation defense is scheduled and occurs; after defense, you must...

> File Report of Oral Defense of Dissertation in OGSS (418 WTH)

If successful, the student must make revisions (within specified deadline) and obtain approval from advisor to upload dissertation

Upload dissertation to OhioLink ETD Center

If directed by Office of Administrative Affairs and Graduate Education (OAA) to make additional revisions, make and email changes to OAA; do not resubmit to OhioLink

Graduation

Please note:

- Ph.D. students have 9 years after admission to complete the Ph.D degree.
- The steps in this document are subject to change; please check with OGSS (418 WTH) for updates