THE GRADUATE SCHOOL

Master's Degree Completion Checklist

All master's students:

☑ Accept your offer to earn a degree at a world-class research and training university.

❑ Maintain continuous registration until degree conferral, which is explained [here](#).

❑ Track degree progress in [U.achieve](#).

❑ Apply for graduation in the beginning of your final semester. [Applications](#) automatically roll over to the next semester if you are unable to graduate that semester.

❑ Submit Approved Program [form](#) to your program's Director of Graduate Studies (DGS) in the beginning of your final semester.

❑ Ensure any required final papers, capstones, or projects are complete.

❑ Ensure any admissions provisions and/or language conditions are satisfied prior to graduation.

Thesis students:

❑ Register for 799 on [Testudo](#) for up to three thesis credits with your advisor(s). A total of six credits of 799 are required for graduation with a thesis.

❑ Get your research approved before you begin any data collection.
  • Human subjects: [Institutional Review Board](#) (IRB)
  • Vertebrate species: [Institutional Animal Care and Use Committee](#) (IACUC)
  • Recombinant RNA/DNA research: [Biosafety Committee](#)

❑ Form a committee and submit the Nomination of Committee [form](#) signed by your advisor and your program's DGS to the Office of the Registrar's [Graduate Degrees Clearance Services](#) by the posted [deadline](#). See related thesis committee [policies](#).

❑ Defend your thesis. Be sure to review the [policies](#) on oral examinations.

Questions?

Email us at gradschool@umd.edu