## Timeline for GSBS Degree Conferral on February 22, 2019

### For In Absentia

*Students eligible for In Absentia must enroll in INTD 1000*

<table>
<thead>
<tr>
<th>1 month prior to defense</th>
<th>Submit dissertation/thesis to the Supervising Professor.</th>
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<tbody>
<tr>
<td>2 weeks prior to defense</td>
<td>Submit dissertation/thesis to the Research Supervisory Committee.</td>
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| *1 week prior to defense*| Submit the following to Giovanna D’Ambra in the Graduate Dean’s Office:  
1. Signed “Request for Final Oral Exam” Form 40  
2. One copy of your abstract and vita  
*Failure to submit the form with the requisite 1-week notice will result in the rescheduling of the defense.* |

**November 29 - December 13, 2018**  
To be eligible for In Absentia, the defense must occur within these dates.

<table>
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<tr>
<th>January 4, 2019</th>
<th>Last day to submit initial dissertation/thesis in ProQuest.</th>
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| **February 1, 2019** | Last day to submit the following:  
1. The signed “Report on Final Oral” (Form 43/Form 41)  
2. The signed Approval Page (with original signatures)  
*Submit forms to Giovanna D’Ambra in the Graduate Dean’s Office for approval by the Dean.*  
| **February 8, 2019** | The Graduate Faculty Council (GFC) votes to approve degree. |
| **February 22, 2019** | GSBS Degree Conferral Date  
(No Commencement Ceremony) |