

STEPS FOR GRADUATION

(I recommend you start these steps at the beginning of the semester)

NON-THESIS STUDENTS

1. CHECK UH WEBSITE FOR GRADUATION DEADLINES.

<http://catalog.uh.edu/content.php?catoid=8&navoid=1555>

2. APPLY ONLINE THRU YOUR MyUH. (beginning of graduating semester)
3. SUBMIT DEGREE PLAN. (1 semester prior to graduating semester)
4. SUBMIT OPT FORMS (INT'L ONLY)

THESIS STUDENTS

1. ALL OF THE ABOVE STEPS.
2. SEE LINK FOR THESIS SUBMISSION. <https://www.egr.uh.edu/academics/graduate-programs-policies/guide-preparation-thesesdissertations>
3. ATTEND MANDATORY THESIS/DISSERTATION WORKSHOP.
4. SUBMIT COMMITTEE FORM TO DEPT. (**beginning of graduating semester**)
5. ATTACH PUBLISHED MANUSCRIPT COMMITTEE FORM (PhD ONLY)
6. BOOK CONFERENCE ROOM. (**once defense date has been confirmed**)
7. SEE DEAN'S OFFICE FOR SIGNATURE PAGE
8. EMAIL ABSTRACT TO DEPT **1** WEEK PRIOR TO DEFENSE.
9. *P/U & RETURN CHECK-OUT FORM FROM DEPT AFTER DEFENSE. (ME TA/RA only).
10. SEE TAMMY REGARDING TERMINATION OF PAYROLL.