BOB SCHIEFFER
COLLEGE of COMMUNICATION

INFORMATION AND DEADLINES FOR GRADUATION

FALL 2017

THESIS

Thesis is a total of six (6) hours and consists of two courses taken in proper order.

Communication Studies Thesis Courses:	COMM 70980 – (first thesis course) COMM 70990 – (second thesis course)
Strategic Communication Thesis Courses:	STCO 70980 – (first thesis course) STCO 70990 – (second thesis course)

Committee chairs must have course and section numbers available for the semesters of enrollment.

Must be on File Before Enrollment By Aug. 21, 2017 — File *Master's Committee* form. A completed form is necessary prior to enrollment in class. This form can be found online or in MOUS 207.

By Aug. 25, 2017
Last day for enrollment or changing classes
File an *Intent to Graduate* form. This form can be found online or in MOUS 207. **A non-refundable fee is charged to the student when an *Intent to Graduate* is filed.**

By Dec. 6, 2017
Last day of class
Oral defense of your thesis should be completed. *Final Grade Report* form is completed and signed by the committee then returned to the Graduate office in MOUS 207.

The Title page is also signed at this time for scanning into electronic copy. This form may be found online.

An electronic copy of the thesis should be submitted to the Associate Dean office (a.e.craff@tcu.edu) for approval. It should be carefully proofread and in its final form, except for any changes that might be suggested at the oral exam.

By Dec. 11, 2017
First day of Final Exam week
All thesis paperwork completed and final electronic copies submitted to UMI http://dissertations.umi.com/tcu.

Submit $10 processing fee to Financial Services in Sadler Hall. (This cannot be billed to student's account.). For more information on how to submit thesis go here: http://library.tcu.edu/submit-thesis-or-dissertation.asp#tab_pdf.

December 16, 2017 Commencement

★ Should it be necessary to delay graduation, a *Cancel Intent to Graduate* form is required. This form may be found in the Graduate Studies Office, 207 Moudy South. Another *Intent to Graduate* form and associated fee will be required for your new graduation date.