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**Information and Deadlines for Graduation:**

**Thesis Spring 2020**

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

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

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

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

**Must be on File** File [*Master’s Committee*](http://schieffercollege.tcu.edu/wp-content/uploads/2019/01/Masters-Committee-Spring-2019-Update.pdf) form. Student must file this form prior

**Before Enrollment** to enrollment in classes.

**by Jan. 13, 2020**

**January 17, 2020** File an [*Intent to Graduate* form](https://schieffercollege.tcu.edu/intent-to-graduate-form/).

Last day for enrollment or changing classes

A nonrefundable fee is charged to the student when an *Intent to Graduate* is filed.

**April 29, 2020** Oral defense of your thesis should be completed by this date.

*Last day of class* Final Grade Report form is completed and signed by the committee and digitally emailed to j.oneil@tcu.edu.

The [Title page](http://schieffercollege.tcu.edu/wp-content/uploads/2016/05/Thesis-Title-Page-1.pdf) is also digitally signed at this time for scanning into electronic copy.

An electronic copy of the thesis should be emailed to [j.oneil@tcu.edu](mailto:j.oneil@tcu.edu). It should be carefully proofread and in its final form according to the College of Communication [Thesis Graduate Manual](http://schieffercollege.tcu.edu/wp-content/uploads/2014/02/Thesis-GradManual.pdf), except for any changes that might be suggested at the final oral.

**May 6, 2020** All thesis paperwork completed and final electronic copies submitted to UMI.

Students can pay the fee on their student account via Web Check ([**https://stupay.tcu.edu/studentPayments/**](https://stupay.tcu.edu/studentPayments/)) or credit card.

For more information on how to submit thesis go here: <https://lib.tcu.edu/submit-thesis-or-dissertation.asp#tab_explanation>.

**May 9, 2020** Baccalaureate & commencement

Should it be necessary to delay graduation, you must complete and submit a [*Cancel Intent to Graduate*](http://schieffercollege.tcu.edu/wp-content/uploads/2016/05/Cancel-Intent-to-Graduate-new.pdf) form.

Another Intent to Graduate form and associated fee will be required for your new graduation date.