

# CHECKLIST FOR GRADUATION

- \_\_\_\_\_ If you have not done so, take the general section of the GRE by the end of your first semester of graduate study.
- \_\_\_\_\_ Take diagnostic exams in theory, history, aural skills, and piano.
- \_\_\_\_\_ If you are out of school for a semester, you must reenroll at least 30 days prior to the beginning of the next semester in which you intend to resume classes.
- \_\_\_\_\_ File Petition for Candidacy before completion of 18 hours.
- \_\_\_\_\_ Pay graduation fee and get receipt before filing Application for Graduation.
- \_\_\_\_\_ If you have changed programs since you have been here, file a Change of Program form with the Graduate Office.
- \_\_\_\_\_ If you have taken some courses that are different from those on your Petition for Candidacy, file a Change in Petition with the Graduate Office.
- \_\_\_\_\_ Make an appointment with Graduate Advisor at the beginning of your final semester to review your file and to schedule oral examinations.
- \_\_\_\_\_ If you are pursuing a performance degree, schedule a recital, write the program notes, and assemble a three-person jury.
- \_\_\_\_\_ File Application for Graduation, along with receipt for graduation fees by deadline.
- \_\_\_\_\_ Visit each member of your examination committee and ask for sample or typical questions that might appear on your exam.
- \_\_\_\_\_ For thesis degrees, the penultimate version of the thesis is due to your committee eight weeks before graduation.
- \_\_\_\_\_ Final version of thesis is due in the Dean's office (with all committee signatures) two weeks before graduation.