

From: Jacobus Verbaarschot <jv@chi.physics.sunysb.edu>
Subject:
Date: January 6, 2010 3:35:06 PM GMT+01:00

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TO ALL DEPARTMENTS WITH GRADUATE PROGRAMS AND DEGREE CANDIDATES FOR SPRING 2010 DIPLOMAS

THE FOLLOWING DEADLINES ARE IN EFFECT:

Last day for the Graduate School to receive Spring Advancement to Candidacy (G5 status) forms from Departments. **Friday, February 5, 2010**

Please submit these forms no later than 4pm on February 5th.

Last day for Graduate Students to apply for graduation online. The online form can be found at the Graduate School's website at www.grad.sunysb.edu. **Friday, February 12, 2010**

(Go to Academics - Graduation Information – Application for Graduation)

Last day for Graduate Students to file theses/dissertations with the Graduate School Office. **Tuesday, May 18, 2010**
NOTE: Extensions to this deadline are not granted.

Last day for Departments to submit completion statements for candidates who have completed all requirements for the degree. **Monday, June 14, 2010**

Candidates for May diplomas must be registered for at least one graduate-level credit in the Spring 2010 semester in order to graduate. **During the Fall and Spring zero credit courses do not constitute fulfillment of the registration requirement for graduation.**

THERE ARE NO EXCEPTIONS TO THE REGISTRATION REQUIREMENTS

Candidates who do not complete degree requirements **must reapply** for a subsequent degree awarding period. Degree applications are not carried forward.

Kent Marks
Assistant Dean of Records & Admissions
Graduate School

Monica Gentile
Senior Staff Assistant for Records & Admissions
Graduate School

1/5/10