

Thesis & Dissertation (ETD) Deadlines

Consult with your advisor early to coordinate graduation requirements and deadlines from the department/program as well as the Graduate College in order to ensure successful degree completion.

ETD Information and Instructions

utoledo.edu/graduate/currentstudents/

ETD-related questions

Contact ETD Services
etdsvcs@utoledo.edu

Graduation-related questions

Contact Academic Affairs
GCACademicSvcs@utoledo.edu

Grades, transcripts, diplomas

Contact Graduation Services: Registrar
Graduation@utoledo.edu

Commencement

University Ceremony [May & December]
utoledo.edu/commencement

College of Medicine & Life Sciences [May]
utoledo.edu/med/studentaffairs/events/commencement/



COLLEGE OF GRADUATE STUDIES
THE UNIVERSITY OF TOLEDO

Term	Graduation Application*	Format Review	Defense Acceptance & Intellectual Protection Form	Final Document Submission to OhioLINK**
Fall 2020	Friday, September 11, 2020	Friday, November 13, 2020	DUE: Immediately upon scheduling your defense. If not defending, due by last day of semester	Friday, December 4, 2020 By 11:59 pm
Spring 2021	Friday, January 29, 2021	Friday, April 16, 2021	DUE: Immediately upon scheduling your defense. If not defending, due by last day of semester	Friday, May 7, 2021 By 11:59 pm
Summer 2021	Friday, May 21, 2021	Friday, July 16, 2021	DUE: Immediately upon scheduling your defense. If not defending, due by last day of semester	Friday, August 6, 2021 By 11:59 pm
Additional Details:	<p>Submit <i>Application for Graduation</i> online via the myUT portal "Apply to Graduate" link located in <i>My Records in the Toolkit menu</i></p> <ul style="list-style-type: none"> Each degree program requires an application for graduation, even certificates Must be registered for a minimum of one graduate-level credit in the graduation term, including summer Students will receive a degree audit email. The degree audit tool in myUT portal does not work for graduate students <p>Spring and Summer 2021 deadlines are tentative and may change due to COVID-19. See Office of Provost Academic Calendar for updates</p>	<p>Submit your document as a PDF file to etdsvcs@utoledo.edu</p> <ul style="list-style-type: none"> Does not have to be final or defended version—just a complete draft with all required sections Content is not reviewed—just presentation and formatting elements The reply will be sent via email with information on corrections needed Reviews are conducted in the order received. Turnaround time is generally within a week 	<p>Submit Defense Acceptance & Intellectual Protection form by email to etdsvcs@utoledo.edu</p> <ul style="list-style-type: none"> You must successfully defend your thesis/dissertation prior to uploading to OhioLINK. Follow your program's protocol regarding scheduling and announcing the defense Address each part on page 2 - do not leave unanswered <p>Incomplete, illegible, or unsigned forms will be returned</p>	<p>Upload final document (PDF file format) to the OhioLINK ETD Center by 11:59 pm.</p> <ul style="list-style-type: none"> Upload is final. No changes or edits will be permitted after the deadline has passed. Do not upload a title page with signatures, or the Approval form All uploads are reviewed and you will be notified via email within approximately 45 days if the upload was accepted or returned for further correction. <p>Submit Approval of Thesis / Approval of Dissertation with all committee member signatures and the signature of the Associate Dean of the academic college to GCACademicSvcs@utoledo.edu</p> <p>Incomplete, illegible, or unsigned forms will be returned</p>

Regarding Deadlines: The deadlines for Graduation Application, Format Review, and Defense/Intellectual form are considered "benchmark" deadlines. Adhering to these deadlines will expedite the process and help you avoid unexpected obstacles to a successful graduation. Applications, requests, and forms turned in after these posted deadlines will still be accepted*, but turnaround times may be slower as we process in the order received and as time and staffing permits.

* Graduation Application: Applications will NOT be accepted after the term has ended. Must apply in order to get your degree.

** OhioLINK Submission Deadline is firm—no exceptions are granted. You must upload a successfully defended, completed, approved ETD to OhioLINK no later than 11:59pm on the posted deadline to meet this portion of the graduation requirement. **Failure to meet this deadline will require reapplying for graduation and registering for a minimum of one graduate credit hour in a future term.**