GRADUATION CLEARANCE for GRADUATE STUDENTS

STUDENT: Complete this form in consultation with your advisor. Use one form per degree program. Please be advised this form should be completed by the deadline as indicated in the academic calendar for that semester. See the Graduate College website for specific deadlines [http://gradcollege.okstate.edu/graduate-college-academic-calendar].

Return the signed and completed form to: Oklahoma State University Graduate College
202 Whitehurst Hall • Stillwater • OK • 74078 • FAX: 405-744-0355

GRADUATE STUDENT INFORMATION

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>INITIAL</th>
<th>CWID NUMBER</th>
<th>EMAIL ADDRESS</th>
</tr>
</thead>
</table>

Circle one: FALL SPRING SUMMER [ANTICIPATED GRADUATION TERM] YEAR

PRINT ADVISOR NAME MAJOR ADVISOR PHONE

STUDENT:

Please carefully compare your approved Plan of Study and unofficial OSU transcript (accessible online through Student Self-Services). Using those two documents, place a checkmark in each box (as appropriate) indicating that you have met the listed requirement. If revisions to your Plan of Study are needed, please submit the revised POS at this time and check the appropriate box below. Once this form is complete please take it to your graduate advisor for approval. Submit the signed, completed form to the Graduate College. Keep a copy for your records.

I will be enrolled in at least two hours my final semester, six hours in the last 12 months, and in enough hours to complete my POS. (Please see OSU Catalog)

I have checked my Plan of Study (POS) (see list to the right) and it meets departmental and Graduate College requirements.

I should complete all departmental requirements by the end of my graduation term.

My Creative Component, Formal Report, or thesis/dissertation should be submitted by all deadlines.

A revised POS (if needed) has been submitted.

I will file a diploma application with the Registrar.

GRADES

I have checked my transcript and grades—all courses required for graduation should be completed by the time final grades are due (courses where I have ‘I’ grades will be completed and grade changes requested).

Student Signature: DATE

ADVISOR, PLEASE COMPLETE THE FOLLOWING SECTIONS

REQUIRED EXAMS

Formal exams (e.g., comprehensive, qualifying) are not required for this degree plan, OR Student will take all required exams (e.g., comprehensive, qualifying) by the necessary deadlines.

DOCTORAL STUDENTS: Paperwork reporting admission to doctoral candidacy has been submitted to the Graduate College.

THESIS/DISSERTATION [See deadlines on the web at: http://gradcollege.okstate.edu/graduate-college-academic-calendar]

The student is has completed or will complete a format review workshop, or the online webinar, by the required deadlines.

The student’s defense date is/should be scheduled with enough time for the student to make all required corrections and meet Graduate College deadlines for final submission of thesis/dissertation.

DEPARTMENTAL ACTION

I approve further action toward graduation clearance for this student.

Advisor/Committee Chair Signature: DATE

Other Department Official (if needed): DATE

Revised 10/28/13