

Manuscript Clearance Deadlines

Spring, Summer, & Fall 2020

Semester Deadline	Spring 2020	Summer 2020	Fall 2020
Last day to submit doctoral dissertation or treatise for pre-defense format review ¹	March 9	June 15	October 26
Last day to submit master's thesis for pre-defense format review ¹	March 30	June 29	November 9
Last day for submission of post-defense, final content-approved thesis, dissertation, or treatise and required forms ²	April 13	July 13	November 23
Last day for thesis, dissertation, and treatise students to receive Official Final Clearance in the Manuscript Clearance Portal	May 1	July 31	December 11

¹ Manuscripts must be submitted online by 11:59 pm ET of the deadline date. Manuscripts must be 90% complete and formatted according to The Graduate School's guidelines to be accepted.

² Manuscripts must be submitted online and forms through Final Content Approval must be completed in the Manuscript Clearance Portal by 11:59 pm ET of the deadline date. Additional formatting corrections will likely be required after this date. Content corrections are not permitted after this date.

The Graduate School strongly recommends that students defend at least 1 week prior to the deadline for the post-defense manuscript and forms. Missing a semester deadline will result in the student automatically becoming ineligible to graduate in the current term.

Important Notice: While students are allowed to defend up until the semester's post-defense submission deadline, this is with the understanding that **ALL** content changes must be completed and approved in the Portal by the committee prior to the submission of the manuscript. No deadline extensions will be granted for students who defended close to the deadline and were unable to complete their changes in time.

60-Day Deadline		
This deadline applies to students who:	No later than 60 days after a successful defense:	No later than 1 week after the 60-day deadline:
<ul style="list-style-type: none"> Defend early in their semester of expected graduation. Defend in a semester prior to their expected graduation. Missed a semester deadline after defending (resulting in delayed graduation). 	<ul style="list-style-type: none"> Post-defense, final content-approved manuscript must be submitted. Required forms (through Final Content Approval) must be completed in the Portal. 	<ul style="list-style-type: none"> All requested formatting corrections must be complete. (There are sometime multiple reviews required.) Official Final Manuscript Clearance must be achieved in the Portal.
<p>Please Note: University closures are not excluded from the 60 days, but deadlines may be adjusted (forward or backward) if they fall on a day the University is closed or on a weekend.</p>		