HOW TO
Defend Your Thesis or Dissertation

Start Here
The journey of a thousand miles begins with a single step
~Chinese Proverb

1 Check the Deadlines
Visit https://www.depts.ttu.edu/gradschool/ and click "Academic Progress" and then "Graduation Deadlines"

4 Find a Graduate Dean's Rep
Doctoral students only: You and your committee must find a Graduate Dean's Rep to attend your defense. The Graduate Dean's Rep must be tenure or tenure track TTU faculty from outside your department.

3 Schedule your Defense
Coordinate with your chair and committee members to set a date, time, and place for your defense on or before the defense date deadline.

2 File your Intent to Graduate
This can be done through Raiderlink
Go to the My Tech Tab > Apply to Graduate

5 Complete and File your Defense Notification Form
Fill out your Defense Notification form and turn the completed form in to your department 3 weeks before your defense date, and no later than the posted defense notification deadline.

6 Defend your Thesis or Dissertation

7 Complete and File your Oral Defense Approval Form
Fill out your defense approval form. Have each committee member sign the form after you pass your defense. Submit this to your department.
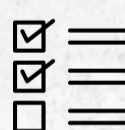
10 Review the Graduate School Guidelines
Graduate School Website > Academic Progress > Thesis and Dissertations > Thesis and Dissertation Forms > Formatting Manual

9 Complete and File your ETD Approval Form
Graduate School Website > Academic Progress > Thesis and Dissertations > Thesis and Dissertation Forms > Formatting Manual

8 Complete any Committee Requested Corrections
Please address any committee requested corrections before submitting your document to the Graduate School.

11 Create your ETD Account
Create your account at https://ttu-etd.tdl.org/ and upload your approved document by the posted ETD deadline.

12 Submit any Revisions
Submit any revisions requested by the Dissertation Supervisor or the Thesis Sr. Editor

13 Pay your Thesis/Dissertation Fee
Fees will be charged approximately one week after the ETD deadline and will need to be paid through Student Business Services by the end of the month

14 You're finished!