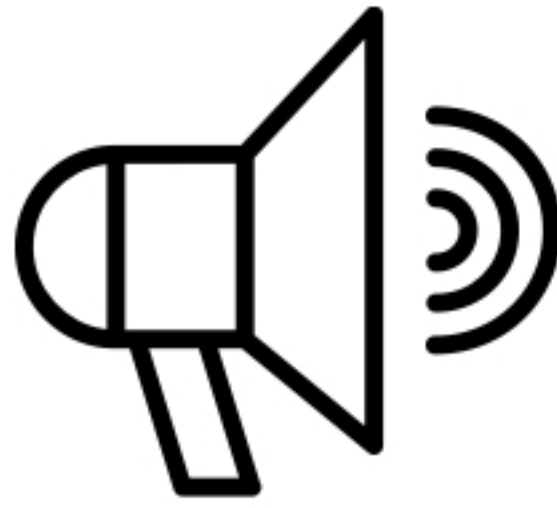


# So you want to defend your thesis or dissertation...

Start Here



## Check the Deadlines

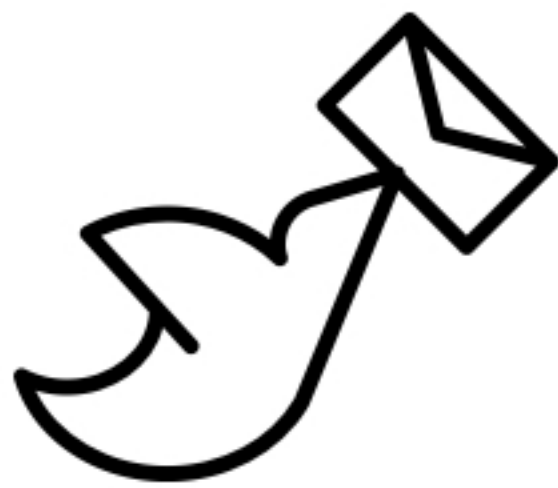
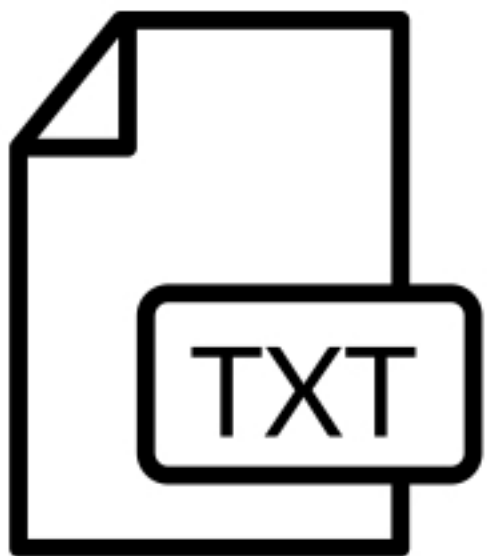
visit  
<http://www.depts.ttu.edu/gradschool/students/current/deadlines-grad.php>

## File an Intent to Graduate

within the first 3 weeks of the semester you graduate

## Schedule your defense

a minimum of 3 weeks before your defense, but no later than the deadline



## Fill out the Oral Defense Approval Form

Your committee members sign the form and, if you are a doctoral student, the Dean's Representative also signs

## Submit a defense notification form via SharePoint

to the Dissertation Supervisor or Thesis Coordinator at the Graduate School

## Find a Graduate Dean's Representative

(doctoral students only) you and your committee are now responsible for choosing a dean's rep



## Submit signed Oral Defense Approval Form

to the Dissertation Supervisor or Thesis Coordinator ASAP after your defense

## Check the Graduate School's Formatting Guidelines

[http://www.depts.ttu.edu/gradschool/docs/format/Formatting\\_Manual\\_TD.pdf](http://www.depts.ttu.edu/gradschool/docs/format/Formatting_Manual_TD.pdf)

## Create an Account on the Electronic Thesis and Dissertation Site

<http://www.depts.ttu.edu/gradschool/students/current/ETDSubmission.php>



## Pay your fee

usually posted 7-8 weeks from the first day of the semester

## Submit any revisions

requested by the dissertation supervisor or thesis coordinator

## Submit your committee-approved ETD

by the deadline, usually 9-10 weeks from the first day of the semester



**End:  
Graduation.  
Congratulations!**