

**GRADUATE COLLEGE TIMELINES**  
**for**  
**THESIS, SPECIAL PROJECTS, AND PORTFOLIOS**

Arkansas Tech University – Russellville  
Graduate College  
**Fall 2011 Graduation**

The following guidelines refer to thesis but apply equally to special projects and portfolios.

**Important Dates**

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| A. <b>Aug. 22</b>                                    | First day to apply for Fall 2011 Graduation.  |
| B. <b>Nov. 15</b>                                    | Last day to file application for Fall 2011 graduation. If this dead-line is not met, your name will not appear in the Commencement Program.                   |
| C. <b>Mid-Term</b>                                   | Check with the Bookstore to pre-order cap/gown.   |
| D. <b>Nov. 7 – Dec. 8</b><br><b>Nov. 7 – Nov. 28</b> | Oral examination must be completed during this timeframe.<br>Thesis defense must be completed during this timeframe.  |
| E. <b>Nov. 28</b>                                    | Last day to submit a copy of thesis for review by Graduate College. Please do not submit multiple copies at this time.  |
| F. <b>Nov. 28</b>                                    | Last day to pay binding fee; pay at the Library Office.<br>\$8.50 per copy, three weeks until delivery  |
| G. <b>Dec. 2</b>                                     | Student will be notified by Graduate College of any needed revisions for thesis.  |
| H. <b>Dec. 5</b>                                     | Last day to submit notification to the Graduate College for the successful completion of special projects and portfolios.                                     |
| I. <b>Dec. 9</b>                                     | Last day to submit final copies of thesis. The Graduate College will see these are bound after all revisions are made and receipt of binding fee is received. |
| J. <b>Reading Day</b>                                | Last day to submit notification to the Graduate College for Comprehensive written examinations.   |