**BIOLOGICAL SCIENCES-GRADUATE DEADLINES FALL 2019**

**August 28** Students who anticipate graduating this December need to submit an Online Application

for Degree (via myBama/Student Tab-https://myBama.ua.edu

For doctoral students, please review your transcript with your advisor/department to insure the candidacy requirement and all degree requirements have been met. If your transcript does not reflect that you have been admitted to candidacy, please fill out the Admission to Candidacy form for your department/committee approval. The Appointment of Committee form must be approved by this date. All forms can be found online: <https://graduate.ua.edu/current-students/forms-students/>

Deadline to apply for transfer credit and receive an official transcript showing credit earned at another accredited institution (applicable only to prospective December graduates).

Tentative last day to register for and purchase the UA Student Health Insurance plan for the fall semester, the fall and spring semester, or the entire year. Go online to <https://www.uhcsr.com.ua>.

**August 28** Last Day to add a course for the Fall semester

**FINAL SEMESTER MINIMUM REGISTRATION CONCESSION (for Master’s Thesis/Doctoral Dissertation students only). If you submit your defended Thesis/Dissertation by the dates below, you may take the minimum registration concession in your final semester:**

|  |  |  |
| --- | --- | --- |
| DATES | DOCTORAL | MASTER |
| Up to August 6 2019 | 0 Hours of 699 | 0 Hours of 599 |
| August 7, 2019 – August 28, 2019 | 1 Hour of 699 | 0 Hours of 599 |
| August 29, 2019-November 1, 2019 | 3 Hours of 699 | 1 Hour of 599 |

**\*This exception is only given if the student is registered for 3 hours of**

**dissertation research or 1 hour of thesis research in the Summer 2019.**

**September 11** Last day to remove a four week I or N grade from the previously enrolled semester

**October 28** Registration for Spring 2020 begins

**October 30** Last Day to drop a course with a grade of “W” for Fall

**November 1** Last day to upload a defended thesis or dissertation to the \*ProQuest website. The Thesis or dissertation includes changes suggested by the committee at the final defense has been carefully edited, has been converted to ProQuest-submittable format (e.g. PDF) and has received final approval from advisor in that format. **NO EXCEPTIONS!**

The Committee Acceptance Form for Electronic Thesis or Dissertation must be submitted to the Graduate School the same day the thesis/dissertation is submitted to ProQuest. Please go to <http://services.graduate.ua.edu/etd/> and follow the step-by-step instructions to submit your thesis/dissertation electronically. The “committee Acceptance Form for Electronic Thesis or Dissertation” is located online at <https://graduate.ua.edu/current-students/forms-students/>. Please note that this form requires all original signatures-Photocopied signatures will not be accepted.

**November 27** Last day to report the results of final comprehensive examinations to the Graduate School Office for those students NOT writing a thesis or dissertation and who expect to graduate in December. An electronic copy may be sent to the Graduate School at [gradreg@ua.edu](mailto:gradreg@ua.edu) by the department chair or graduate program director.

**December 14** **COMMENCEMENT**