

Early Clearance Procedures

Students who wish to be exempt from taking 1 credit hour of a course during the term they wish to graduate can request to early clear for graduation. Failure to meet all requirements of the early clearance process will result in the student registering for 1 credit hour. It is advised that anyone who is thinking of early clearing contact The Graduate School at least 2 weeks in advance before the start of the term they wish to graduate.

1. Contact Sarah Zilinsky at The Graduate School and let her know you wish to early clear
2. Apply for graduation
3. Make sure all required paperwork is at The Graduate School
4. If completing a thesis or dissertation, make sure to submit for a format check ASAP so there is time to review and request format changes if necessary.
5. **Everything** must be at the Graduate School and your file considered complete **before** the first day of classes. This means that a dissertation or thesis must be considered final, requiring no more edits or changes, **before** classes begin.

Sarah Zilinsky

Graduate School Program Coordinator

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