

Dissertation Timelines and Deadlines for Graduation 2024-2025

DEFENSE COUNTDOWN DEADLINES			
DEADLINE FOR SUBMITTING GRADUATE GRADUATION APPLICATION	<p>Apply for graduation on Andrews University website: Deadline to apply for December 2024 conferral is September 19, 2024 Deadline to apply for Spring 2025 graduation is January 16, 2025 Deadline to apply for Summer 2025 graduation is May 17, 2025</p> <p>If you apply for graduation after the deadline, a late fee will be charged to your account. Application approval is not guaranteed.</p>		
RECOMMENDED FOR SUCCESSFUL COMPLETION			
18 weeks before graduation September (Fall) January (Spring) April (Summer)	<ul style="list-style-type: none"> The candidate must submit a completely edited copy of their dissertation, including abstract, all chapters, all appendices, complete bibliography, charts, and tables, numbered and complete to the dissertation committee. The candidate should discuss a pre-defense date with their committee. 		
PRE-DEFENSE EDITING PERIOD			
Recommended timeline August to Mid-October (Fall) January to February (Spring) April to May (Summer)	<ul style="list-style-type: none"> A pre-defense meeting must be held by the candidate with their dissertation committee to approve the dissertation for the final defense. The committee may ask the candidate to make corrections in the dissertation and request another pre-defense meeting. If the committee votes that the candidate is ready to defend, they will sign a "Ready for Defense" form. After making sure that all corrections have been made, the Dissertation Chair will submit signed Dissertation Defense Readiness form and application for the External Examiner. In addition, they will provide the date and time for the dissertation defense. At this point the dean will sign off on the Dissertation Defense and approve the External Examiner. An official confirmation of the dissertation defense will be emailed to the dissertation committee, the external examiner and the candidate. 		
REQUIRED DISSERTATION DEADLINES FOR 2024-2025			
8 weeks before end of term <i>Deadline:</i> October 18, 2024 (Fall) March 6, 2025 (Spring) June 5, 2025 (Summer)	Oral defense of approved document.		
6 weeks before end of term <i>Deadline:</i> October 31, 2024 (Fall) March 20, 2025 (Spring) June 19, 2025 (Summer)	Submit the completely edited draft to the Dissertation Chair: Following the defense, make all changes/additions recommended by your dissertation committee and chair. Ensure that your document conforms to the AU Standards for Written work (https://www.andrews.edu/grad/documents/standards-for-written-work-2015.pdf).		
4 weeks before end of term <i>Deadline:</i> November 14, 2024 (Fall) April 3, 2025 (Spring) July 3, 2025 (Summer)	Dissertation Office receives e-copy and all sign-offs: <ul style="list-style-type: none"> When no further corrections are needed, ask your Dissertation Chair to send the final approved document (PDF format) and the signed and approved signature page (as a separate PDF) to the Dissertation Office dissertationoffice@andrews.edu. Follow the instructions given on the Dissertation Office website: https://www.andrews.edu/grad/resources/dissertation/index.html 		
2 weeks before end of term* <i>Deadlines:</i> November 28, 2024 (Fall) April 17, 2025 (Spring) July 17, 2025 (Summer)	Records receives Final Dissertation Approval form from the Dissertation Office.		
End of Term	Fall Term: December 12, 2024	Spring Term: May 1, 2025	Summer Term: August 1, 2025
December 2024 Conferral: 12/31/2024 Spring 2025 Graduation: 5/4/2025 Summer 2025 Graduation: 8/3/2025	<ul style="list-style-type: none"> Questions regarding graduation weekend should be addressed to the Records: https://www.andrews.edu/services/registrar/students/graduation/index.html 		

Students should plan to meet these requirements well before the deadlines. Waiting until final deadlines could jeopardize your graduation plans.