

2023-2024 Deadlines for Late Thesis/Dissertation Submission without Continuous Enrollment*

	Fall 2023 Conferral	Interterm 2024 Conferral	Spring 2024 Conferral	Summer 2024 Conferral
Preferred deadline for degree conferral (apply online at chapman.edu)	8/15/2023	8/15/2023	1/15/2024	1/15/2024
Last day to hold an oral defense <u>without continuous enrollment</u>	9/8/2023	N/A	2/9/2024	6/7/2024
Last day to complete submission of thesis/dissertation to Leatherby Libraries, UMI ProQuest and Digital Commons by 2 p.m. (consult Library website for guidance) <u>without continuous enrollment</u>	9/29/2023	N/A	3/1/2024	6/28/2024
If student has not submitted to the library by the deadline above, they must <u>immediately</u> register for one credit of the appropriate continuous enrollment course pertinent to their thesis or dissertation program to remain in active status. The date in the row above is the deadline, at 5 p.m., for enrollment in such courses, which usually requires ‘in-person’ action by the Program Director and Registrar – <u>it cannot normally be achieved in the Self-Service portal.</u> Students must plan accordingly.				
PhD only: After library submission is complete, submit <u>Survey of Earned Doctorates</u> . Must forward email confirmation received with your name and ID # to aps@chapman.edu for diploma release.	9/30/2023	N/A	3/2/2024	6/29/2024
Last day for graduate program to enter all program evaluation actions for degree conferral	12/31/2023	1/31/2024	5/31/2024	8/31/2024
Commencement Ceremony participation – May 17-19, 2024	Eligible	N/A	Eligible	Not eligible

* Applies only to students with a research-based thesis or dissertation requirement.

Late submission without continuous enrollment is not possible during the compressed Interterm: students submitting for conferral during Interterm do so on the regular deadline schedule.

Late Thesis/Dissertation Defenses and Library Submissions

Students who miss the above stated deadlines for defense/library submission in a given term may have their degrees conferred in the immediate following semester without continuous enrollment in the final term provided:

- They were enrolled as required by the University in the preceding term; and
- Their successful defense is held by the last day of the 2nd week of following fall/spring/summer semester; and/or,
- Their library submission is complete by the last day of the 5th week of the following fall/spring/summer semester.

If the library submission is not complete by end of the 5th week of the term, which is the last day to add a Continuous Enrollment course, the student must immediately enroll in the required one credit of continuous enrollment (698A/B or 798A/B) in order to be eligible to continue working toward their degree.