

Deadlines for Spring 2024

GUIDE TO GRADUATING

M.S. in Chemical Physics – THESIS Option

1. Check the Requirements

Ensure you have met (or *will meet* by the end of the semester) all the requirements to earn a M.S. in Chemical Physics [here](#).

2. Apply for Graduation

Submit the [Application for Graduation](#) by **February 6, 2024**.

Applications automatically roll over to the next semester if you are unable to graduate that semester.

3. Nominate Your Committee

Submit the [Nomination of Thesis Committee Form](#) to the Graduate Coordinator by **March 1, 2024** and at least six weeks before the date of the expected defense.

4. Prepare to Defend

Reserve a Room

As soon as your committee is approved by the Registrar's Office, reserve a room for your defense. Rooms can be reserved [here](#).

Notice of Master's Defense

At least two weeks prior to your defense date [submit this form](#) with information about your defense.

This information will be used to complete the Notice of Master's Defense, which is posted and sent to all IPST faculty and graduate students.

Thesis Defense Forms Email

After the Notice of Master's Defense is sent, the committee chair will receive an email with the following:

- A link to a folder containing your departmental records
- [Interim Report of Examining Committee](#)

5. Defend Your Thesis

View procedures for the [Master's thesis examination](#). *You should plan to defend at least two weeks before the thesis submission deadline to allow time for revisions.* The signed Report of Examining Committee (REC) must be submitted by **April 29, 2024**.

Deadlines for Spring 2024

M.S. in Chemical Physics – THESIS Option

6. Publish Your Thesis

Instructions for formatting and submitting your thesis can be found [here](#). The deadline to submit your thesis is **April 29, 2024**.

7. Submit CHPH M.S. Requirements Form

Complete the [THESIS Option form](#), then get your advisor's and the Chemical Physics Director's signatures. Email the form to chemphysics@umd.edu or submit it to the coordinator in 2123 IPST by **April 29, 2024**.

8. Complete Exit Surveys

Complete the [IPST Graduate Student Exit Survey](#). It is particularly important that you include an up-to-date email address that you will check regularly in case we have important communications regarding your clearance, diploma, or financial accounts.

9. Commencement

Ceremony Information

Campus Ceremony

May 20, 2024 at 7 pm in SECU Stadium

RSVP not required.

[Sign up here](#) to receive email updates about Spring 2024 Commencement

CMNS Graduate Ceremony

May 20, 2024 at 10 am in Memorial Chapel

RSVP required to participate.

Contact: [Amy Chester](#)

Clearance

Settle balances on your [student account](#).

Regalia

[Purchase or rent regalia](#) from the University Book Center. Proper regalia is required to participate in commencement.

Diploma

Diplomas will be mailed several weeks after graduation. If you need to update your diploma mailing address, please contact Diploma Services at diploma@umd.edu.