



Deadlines for Doctoral Degrees

Doctoral students must complete these actions by their associated deadlines to proceed through their doctoral degree program. If you have any questions, please contact the Graduate School at gradschool@wsu.edu.

****All forms are submitted to your graduate program's academic coordinator unless stated otherwise.**

Degree Program Action	Deadline to Complete																		
<p>Obtain an Advisor/Committee Chair Refer to your graduate program's student handbook for more information.</p>	As soon as possible after admission to the Graduate School.																		
<p>Submit a Program of Study to the Graduate School Doctoral students must submit the Program of Study form to their graduate program's academic coordinator before the end of their third semester.</p> <p>A graduate student cannot take an exam in the same semester they submit their Program of Study. If you plan to take a prelim exam in Fall 2022, your program form is due by the Spring 2022 deadline. Missing this deadline is grounds for the Graduate School to deny an examination request.</p> <p>More information: https://gradschool.wsu.edu/chapter-eight-c/</p>	<table border="1"> <thead> <tr> <th>Third Semester</th> <th>Form Deadline</th> </tr> </thead> <tbody> <tr> <td>Spring 2021</td> <td>3/1/2021</td> </tr> <tr> <td>Summer 2021</td> <td>3/1/2021</td> </tr> <tr> <td>Fall 2021</td> <td>10/1/2021</td> </tr> <tr> <td>Spring 2022</td> <td>3/1/2022</td> </tr> <tr> <td>Summer 2022</td> <td>3/1/2022</td> </tr> <tr> <td>Fall 2022</td> <td>10/1/2022</td> </tr> </tbody> </table>	Third Semester	Form Deadline	Spring 2021	3/1/2021	Summer 2021	3/1/2021	Fall 2021	10/1/2021	Spring 2022	3/1/2022	Summer 2022	3/1/2022	Fall 2022	10/1/2022				
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<p>Schedule Preliminary Exam <i>You must have an approved Program of Study on file with the Graduate School to schedule your preliminary exam (see above).</i></p> <p>Submit your exam form at least 10 working days prior to the proposed exam date. You must have no more than 6 graded credits of outstanding and/or in-progress coursework remaining on your Program of Study to schedule your exam.</p> <p><i>Second attempt preliminary exam scheduling forms are due 15 working days prior to the proposed date of the exam.</i></p> <p>More information: https://gradschool.wsu.edu/chapter-8d/</p>	<table border="1"> <thead> <tr> <th>Semester</th> <th>Form Deadline</th> </tr> </thead> <tbody> <tr> <td>Spring 2021</td> <td>4/16/2021</td> </tr> <tr> <td>Summer 2021</td> <td>7/16/2021</td> </tr> <tr> <td>Fall 2021</td> <td>11/24/2021</td> </tr> <tr> <td>Spring 2022</td> <td>4/15/2022</td> </tr> <tr> <td>Summer 2022</td> <td>7/15/2022</td> </tr> <tr> <td>Fall 2022</td> <td>11/23/2022</td> </tr> </tbody> </table>	Semester	Form Deadline	Spring 2021	4/16/2021	Summer 2021	7/16/2021	Fall 2021	11/24/2021	Spring 2022	4/15/2022	Summer 2022	7/15/2022	Fall 2022	11/23/2022				
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<p>Complete Preliminary Exam Students may take their preliminary exams at any point during the semester, Monday – Friday, between 8am and 5pm, excluding holidays. Preliminary exams may not be held during finals week.</p> <p>See the above deadlines for scheduling your preliminary exam.</p> <p>More Information: https://gradschool.wsu.edu/chapter-8d/</p>	<table border="1"> <thead> <tr> <th>Semester</th> <th>Last Day for Prelim Exams</th> </tr> </thead> <tbody> <tr> <td>Spring 2021</td> <td>4/30/2021</td> </tr> <tr> <td>Summer 2021</td> <td>7/30/2021</td> </tr> <tr> <td>Fall 2021</td> <td>12/10/2021</td> </tr> <tr> <td>Spring 2022</td> <td>4/29/2022</td> </tr> <tr> <td>Summer 2022</td> <td>7/29/2022</td> </tr> <tr> <td>Fall 2022</td> <td>12/9/2022</td> </tr> </tbody> </table>	Semester	Last Day for Prelim Exams	Spring 2021	4/30/2021	Summer 2021	7/30/2021	Fall 2021	12/10/2021	Spring 2022	4/29/2022	Summer 2022	7/29/2022	Fall 2022	12/9/2022				
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<p>Apply for Graduation <i>You must have an approved Program of Study on file with the Graduate School, have passed your preliminary exam, and have at least a 3.0 cumulative graduate GPA to apply for graduation.</i></p> <p>You may apply for graduation within myWSU by selecting the Academic Advising tile and clicking on Apply to Graduate. All applicants pay a \$60 processing fee which is valid for one calendar year.</p> <p>Directions are available at https://gradschool.wsu.edu/graduation-application/</p>	<table border="1"> <thead> <tr> <th>Semester of Graduation</th> <th>Application Deadline</th> </tr> </thead> <tbody> <tr> <td>Spring 2021</td> <td>3/5/2021</td> </tr> <tr> <td>App available on</td> <td>10/12/2020</td> </tr> <tr> <td>+\$50 late fee</td> <td>3/6 – 3/31</td> </tr> <tr> <td>+\$75 late fee</td> <td>4/1 – 4/24</td> </tr> <tr> <td>Summer 2021</td> <td>5/28/2021</td> </tr> <tr> <td>App available on</td> <td>1/1/2021</td> </tr> <tr> <td>+\$50 late fee</td> <td>5/29 – 6/30</td> </tr> <tr> <td>+\$75 late fee</td> <td>7/1 – 7/30</td> </tr> </tbody> </table>	Semester of Graduation	Application Deadline	Spring 2021	3/5/2021	App available on	10/12/2020	+\$50 late fee	3/6 – 3/31	+\$75 late fee	4/1 – 4/24	Summer 2021	5/28/2021	App available on	1/1/2021	+\$50 late fee	5/29 – 6/30	+\$75 late fee	7/1 – 7/30
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Apply for Graduation (continued from above)

See above for details regarding the application for graduation.

Updating Graduation Date

Students who have applied to graduate but are unable to complete their requirements may update their application for graduation. Send an email with your name, WSU ID number, and new graduation term to gradschool@wsu.edu. The Graduate School will send you a form to update your graduation term. Return the completed form to gradschool@wsu.edu for processing. Students whose Application for Graduation fee is more than one calendar year old will be required to reapply within myWSU and pay this fee again.

Fall 2021	10/1/2021
App available on	6/14/2021
+\$50 late fee	10/2 - 10/31
+\$75 late fee	11/1 - 11/19

Spring 2022	3/4/2022
App available on	10/11/2021
+\$50 late fee	3/5 - 3/31
+\$75 late fee	4/1 - 4/22

Summer 2022	5/27/2022
App available on	1/1/2022
+\$50 late fee	5/28 - 6/30
+\$75 late fee	7/1 - 7/29

Fall 2022	10/7/2022
App available on	6/13/2022
+\$50 late fee	10/8 - 10/31
+\$75 late fee	11/1 - 11/18

Schedule Final Exam

You must have applied for graduation to schedule a final exam.

Meet with your committee to identify a final exam date well in advance. Submit your exam form and upload a complete draft of your dissertation to ProQuest at least 10 working days prior to the proposed exam date.

Second attempt final exam scheduling forms and drafts are due 15 working days prior to the proposed date of the exam.

More information: <https://gradschool.wsu.edu/chapter-8-e/>

Semester	Form Deadline
Spring 2021	4/9/2021
Summer 2021	7/16/2021
Fall 2021	11/4/2021
Spring 2022	4/8/2022
Summer 2022	7/15/2022
Fall 2022	11/3/2022

Complete Final Exam

Students must take their final exam by these deadlines. Exceptions cannot be made to extend these dates. The exam must be Monday – Friday, between 8am and 5pm, excluding holidays.

See the above deadlines for scheduling your final exam.

More Information: <https://gradschool.wsu.edu/chapter-8-e/>

Semester	Last Day for Final Exams
Spring 2021	4/23/2021
Summer 2021	7/30/2021
Fall 2021	11/19/2021
Spring 2022	4/22/2022
Summer 2022	7/29/2022
Fall 2022	11/18/2022

Final Document Submission

You must update your ProQuest submission with your final dissertation (including revisions from your committee and the Graduate School). Also, you must email your Hold Harmless form and SED completion certificate to gradschool@wsu.edu. Your myWSU upload of your dissertation's title, abstract, and signature pages must be approved by your committee and delivered to the Graduate School.

All final documents (final dissertation, Hold Harmless, SED, and myWSU upload approved by your committee) are due 5 working days after your final exam.

Example Final Exam Date	Example Deadline
4/5/2022	4/12/2022

Commencement Participation

Doctoral students may be hooded in the commencement ceremony if they have completed all degree requirements – including having their final documents approved by the Graduate School – by noon on the Wednesday before the ceremony. Exceptions cannot be made to extend this deadline.

*WSU commencement ceremonies are currently held virtually and do not include a hooding ceremony for doctoral graduates.

Those intending to participate in the ceremony must register at the Graduation Fair or at <https://commencement.wsu.edu>.

For more information, please see <https://commencement.wsu.edu>.