



UNIVERSITY OF CENTRAL FLORIDA

COLLEGE OF EDUCATION
AND HUMAN PERFORMANCE

**DISSERTATION DEADLINES
FOR DOCTOR OF EDUCATION PROGRAMS**

TO DO LIST:	DEADLINES:	FORMS TO COMPLETE AND SUBMIT TO ED 115
Select dissertation committee	Immediately following last comprehensive examination.	Doctoral Dissertation Committee Appointment form
Submit 2-5 page prospectus to your dissertation committee for approval.	Before registration in EDG 7980 (first 3 hours)	Prospectus Approval / Admission to Candidacy form
Submit/Defend Dissertation Proposal	Before the end of the semester when taking EDG 7980 (first 3 hours)	Dissertation Proposal Approval / Permission to Continue form
Obtain IRB approval or exemption	Prior to data collection	Submit a photocopy of your IRB approval letter or a memorandum from your advisor stating that your data collection does not involve human subjects
Upload draft of dissertation to the Dissertation Editor for format review	*By date posted on the Academic Calendar	No additional form. Upload on the Thesis and Dissertation Student Services website
Submit defense copy of dissertation to committee members for review.	No later than 6 weeks prior to last day of classes	No additional form, contact your dissertation chair for more details.
Obtain approval from your chair to defend dissertation.	*By date posted on the Academic Calendar	No additional form, contact your dissertation chair for more details.
Arrange a date and time with all committee members to defend dissertation.	Immediately following approval to defend	No additional form, contact ED 308, (407) 823-5391 to reserve room ED 306.
Dissertation Defense Announcement	At least 10 business days prior to defense	Template found on www.education.ucf.edu . Email your defense announcement to dissertation chair. Once you receive approval, please email it to Leah in Student Services Leah.Mitchell@ucf.edu
Dissertation Defense	*By date posted on the Academic Calendar	
Make corrections and obtain final approval	Two weeks prior to the last day of classes	Dissertation Approval page found on Thesis and Dissertation Student Services website.
Transmittal of final copy to Graduate Studies	*By date posted on the Academic Calendar	

SEMESTER DEADLINES:

Graduate Studies Website:

Current Students > Thesis and Dissertation > Deadlines

<http://www.graduate.ucf.edu/pagegen/index.cfm?PageID=120>

Academic Calendar:

http://www.ucf.edu/info/acad_calendar.php

*Extensions to dates published on the Academic Calendar must be approved prior to the deadline by both your dissertation chair and The Office of Graduate Studies.