SLP GRADUATE STUDENTS: READ CAREFULLY!!!!
DEADLINE DATES FOR FINAL GRADUATION REQUIREMENTS

PLEASE NOTE THAT YOU ARE RESPONSIBLE FOR FILING THE FOLLOWING FORMS AND DOCUMENTS. FAILURE TO FILE WILL RESULT IN POSTPONEMENT OF GRADUATION FOR A FULL SEMESTER!!!! The Graduate School does not accept late forms. (PLEASE NOTE: THE DEPT. CANNOT FILE UNIVERSITY FORMS FOR YOU. DO NOT FAX THEM TO THE DEPARTMENT OR LEAVE THEM IN FACULTY BOXES FOR PROCESSING).

**DEADLINES FOR FALL, 2013 SLP Graduates**

- **Sept. 4 (Wed)**  Second version of (old-style) candidacy papers due for Fall 2013 graduates (Dept. requirement)
- **Sept. 16 (Mon)**  Last day to submit Application for Graduation (University requirement) for Dec. graduation (Registrar, 1113 Mitchell). This may be done on the web via Testudo; See [http://www.testudo.umd.edu/apps/candapp](http://www.testudo.umd.edu/apps/candapp)
  - A COPY OF THE APPLICATION SHOULD BE GIVEN TO DR. RATNER.
- **Oct. 1 (Tues)**  Deadline for submission of the following forms:
  - Approved Program Form (only required grad courses need to be listed, not clinic registrations or ug prereqs)
  - Masters Thesis Examining Committee Nomination Form (if applicable)
  - (both must be submitted to the Registrar, 1113 Mitchell Building) (University requirement)
- **Oct. 7 (Mon)**  Submission of final version of candidacy paper (old style!) for Dec. 2013 graduates (Dept. requirement)
  - Deadline for informing the Comps Coordinator about whether you intend to take comps
- **Oct. 21 (Mon)**  Deadline for approval of candidacy paper by first and second readers (Dec. Candidates; Dept. requirement). YOU MAY NOT TAKE COMPS IF YOUR CANDIDACY PAPER HAS NOT BEEN APPROVED BY THIS DATE!
- **Oct. 23 (Wed)**  Deadline to provide all information requested for comps and to provide a copy of the signed candidacy paper approval form (signed by both readers) to the Comps Coordinator
- **Nov. 1 (Fri)**  Comprehensive examinations.
  - All prior incomplete grades (with the exception of candidacy) MUST be completed before you can take comps.
- **Nov. 27 (Wed)**  Comprehensive re-examination for failed questions (Wed.)
- **Dec. 4 (Wed)**  Deadline for submission of the following to the Registrar, 1113 Mitchell Building (University requirements):
  - Two copies of thesis & signed Report of Oral Examining Committee & Electronic Publication Form (for theses);
  - OR-
  - Certificate of Completion of Masters Degree without Thesis
- **Dec. 21, 22**  Commencement (Saturday, University; Sunday, BSOS)
DEADLINES FOR Spring 2014 SLP Graduates

Sept. 13 (Fri) Approval of candidacy paper topic from first reader for students graduating in May 2013. (Dept. requirement) - PLEASE NOTE THAT THIS IS YOM KIPPUR AND SOME FACULTY MAY NOT BE AVAILABLE THIS DAY.

Sept. 20 (Fri) Approval of candidacy paper topic from second reader

Oct. 28 (Mon) Candidacy paper proposal due to both readers

Jan. 31 (Fri) Deadline for submission of full (final) version of candidacy papers

Feb. 7 (Fri) Last day to submit Application for Graduation (University requirement) for Dec. graduation (Registrar, 1101 Mitchell). This may be done on the web via Testudo; See http://www.testudo.umd.edu/apps/candapp/

A COPY OF THE APPLICATION SHOULD BE GIVEN TO DR. RATNER.

Mar. 3 (Mon) Deadline for submission of the following forms (University requirements):
Approved Program Form (only required grad courses need to be listed, not clinic or ug prereqs)
Masters Thesis Examining Committee Nomination Form (if applicable)
(both must be submitted to the Registrar, 1113 Mitchell Building) (University requirement)

Mar. 10 (Mon) Deadline for resubmission of candidacy papers, if required
Deadline to inform the comps coordinator of your intention to take comprehensive exams

March 26 (Thurs) Deadline to provide a copy of the signed candidacy paper approval form (signed by both readers) to the Comps Coordinator

April 4 (Fri) Comprehensive examinations.
All prior incomplete grades (with the exception of candidacy) MUST be completed before you can take comps.

Apr. 25 (Fri) Comprehensive re-examination for failed questions

Apr. 30 (Wed) Deadline (Fri) for submission of the following to the Registrar, 1113 Mitchell Building (University requirements):
Two copies of thesis and signed Report of Oral Examining Committee (for theses);
- OR-
Certificate of Completion of Masters Degree without Thesis

May 22, 23 Commencement (Thursday, University; Friday, HESP)

ALSO REMEMBER TO DO THE FOLLOWING!!! (SEE NEXT PAGE...
For graduating students:

1) Fill out your ASHA application (KASA form) FULLY and have your advisor check it for accuracy. We have a model form that uses University of Maryland courses as examples to guide you in filling out your form (see the MA student web site
   ASHA CCC application forms are available at the ASHA web site (www.asha.org).
   PLEASE READ instructions and the sample before filling out the application.

   The Department keeps a permanent copy of the ASHA application in your files for your future employment inquiries. ASHA does NOT keep a copy of the application. Please fill it out completely and neatly. Dr. Ratner will NOT sign off on incomplete applications, even though only the end pages must be submitted to ASHA. THIS MEANS YOU MUST FILL OUT ALL COURSEWORK AND CLOCK HOUR INFORMATION. FORMS WILL NOT BE SIGNED WITHOUT THIS INFORMATION.

   You must submit these forms TOGETHER WITH the other pages of the ASHA Certification application, which require Dr. Ratner’s signature.

2) Please list the University of Maryland as a recipient of your NTE ASHA exam scores.

3) Please provide the department with a copy of your forwarding address if you will be moving after graduation, as well as your new email address.

4) Please notify the department of your CFY site as soon as you know it.

5) Please make an appointment for an exit interview with Dr. Ratner, or complete the e-mailed exit interview that we will send you automatically. Interviews can be scheduled for anytime within the month prior to graduation, or at any time after graduation. Interviews can be held over the phone if this is more convenient, but should still be scheduled. Exit interviews help the department to identify those aspects of the program which should be improved, as well as those aspects of the program which were satisfying to you.