Checklist for Faculty with Graduating Doctoral Students*

Graduating (the term the student graduates)

☐ Nominate the University Reader

☐ Include the name of the University Reader on the First Submission Approval Form

☐ Provide the University Reader with a copy of the Dissertation

☐ Submit Application for Final Oral Exam

☐ Submit Final Oral Exam Results

☐ Attend Commencement (Hooding Ceremony)

*The Application for Final Oral Exam, the Announcement of the Final Oral Exam, and the Report on Final Oral Exam Forms are sent directly to you by the Graduate School