

SO YOU ARE READY TO GRADUATE.....

Graduate degree candidates need to complete steps 1-8 below to complete their degree requirement. The dates each step must be completed by can be found in the "Graduate Student Handbook". It is the **STUDENT'S** responsibility to complete these tasks. This website contains links to all of the forms needed:

<http://gradstudy.tufts.edu/student-services/graduationinfo.htm>

BEFORE YOU DEFEND YOUR DISSERTATION

STEP 1: All master's and doctoral degree candidates must complete an exit survey in order to graduate. The Graduate Exit Survey is located at <https://websurveyor.net/wsb.dll/5588/GraduateExitSurvey1011.htm>. All responses to this survey are confidential.

STEP 2: Ph.D. candidates must complete the [Survey of Earned Doctorates](#). MS candidates do not need to complete this survey.

STEP 3 (MS): [Recommendation for Award of Master's Degree \(Degree Sheet\)](#) - To complete the degree sheet, go to <https://webcenter.studentservices.tufts.edu>. Log in using your Student ID and PIN and select "Recommendation for Award of Master's Degree (Degree Sheet)" from the menu. Your degree sheet will contain your current program and contact information. In addition, you will be able to access and select courses directly from your Tufts transcript and then print the completed form. Please submit your degree sheet to your department for signatures.

STEP 3 (PhD): [Recommendation for Award of Ph.D. Degree \(Degree Sheet\)](#) - To complete the Ph.D. degree sheet, go to <https://webcenter.studentservices.tufts.edu>. Log in using your Student ID and PIN and select "Recommendation for Award of Ph.D. Degree (Degree Sheet)" from the menu. Your degree sheet will contain your current program and contact information. In addition, you will be able to access and select courses directly from your Tufts transcript and then print the completed form. Please submit your degree sheet to your department for signatures.

STEP 4: WRITE YOUR THESIS. [Thesis or Dissertation Sample Title Page](#)

BRING TO YOUR THESIS DEFENSE

STEP 5: [Certificate of Fitness](#)

THIS FORM IS SIGNED BY ALL COMMITTEE MEMBERS AT YOUR THESIS DEFENSE – BRING A HARD COPY TO YOUR DEFENSE

AFTER YOUR THESIS DEFENSE

STEP 6: [Approval of Thesis/Dissertation for Submission](#)

This form is signed by your primary research mentor AFTER you have made any changes/corrections to your thesis. You must turn in this form BEFORE you can submit your final dissertation.

STEP 7: [Thesis/Dissertation Electronic Submission](#)

Online service (ProQuest) to submit your final (revised) thesis

STEP 8: [Commencement](#)

If you wish to participate in graduation activities (held in May) – you will need to complete the list of commencement requirements (information on the commencement website and includes how to get a robe/hood etc...).