



Office of the Dean
School of Graduate and Postdoctoral Studies
3333 Green Bay Road, North Chicago, IL 60064-3095

I Defended My Thesis...Now What?

Congratulations! You have defended your thesis. A few things remain to be done before you will receive your degree.

The following steps must be completed prior to the release of your degree:

1. **Online Thesis Publication** - Website: <http://dissertations.umi.com/rosalindfranklin>
 - a. You will need to have your thesis in PDF format.
 - b. The Report of Final Examination needs to appear just before the Table of Contents –page one only (no signatures).
 - c. **BOUND COPIES OF YOUR THESIS ARE NOT REQUIRED.** An electronic version will be submitted to the LRC upon completion of the electronic submission process. You *may* select options for copyrighting and purchasing bound copies, both at additional costs. Please refer to the Thesis Binding document for options.
2. **Survey of Earned Doctorates** - (Ph.D. only!)
 - a. SED Website: <http://survey.norc.uchicago.edu/doctorate/index.jsp>
 - b. Notify the SGPS Dean's Office of survey completion.
3. **Clearance Release Form** - This must contain all noted signatures before your degree is released. If you are not at RFUMS to do this, mail it to your department for circulation. <http://www.rosalindfranklin.edu/dnn/portals/19/documents/ClearanceReleaseForm.doc>
4. **SGPS Alumni Data Sheet** - Combined degree students who will continue towards completion of Medical or Podiatric studies will also fill out the Alumni Information for their professional school. <http://www.rosalindfranklin.edu/tabid/1021/Default.aspx>.

Once these are completed, you will be eligible to participate in Commencement, where you will be hooded, and your degree conferred. It is understood that Doctoral candidates often move quickly into new positions. Therefore, doctoral degrees can be released early with permission from the Dean, providing all necessary paperwork is completed.

How do I sign up for Commencement? Watch for e-mails which will be distributed between January and June concerning Commencement and its related activities. Visit the Commencement Website at <http://www.rosalindfranklin.edu/dnn/administration/DOSA/Commencement/tabid/575/Default.aspx> Be sure to share this information with your parents and significant others. **Ensure the SGPS Dean's Office has your current contact information.**

Am I required to participate in Commencement? Commencement information will be distributed to all those qualifying to receive either degree from the School of Graduate and Postdoctoral Studies. It is here that your hood will be presented and the formality of these many years of dedication and determination will be honored. *As this is as much for your family as it is for you*, we strongly urge you to participate in commencement.