

Spring 2017 Suggested Thesis & Capstone Defense Timeline

DATE	ACTION
January 9	First Day of Classes
January 9 – February 5	<ol style="list-style-type: none"> Contact your Chair about expectations for the First Draft, and compose the initial draft of the thesis/capstone. Make sure IRB approval is in order if applicable and CITI training is complete.
February 6	Submit First Draft to Chair
March 6	Submit Second or Final Draft to Chair
March 13-19	SPRING BREAK – CLASSES NOT HELD; UNIVERSITY OPEN
NO LATER THAN April 10	<ol style="list-style-type: none"> Submit Final Draft to Chair and Committee if not already done. Contact Chair and all Committee members about scheduling a defense date; do not schedule a defense until you have confirmed a date and time with all members of your committee. Submit this electronic form to reserve a conference room for your defense. Once the defense is scheduled, email the Defense Announcement Form to publichealthadvising@gsu.edu at least one week before the defense date for distribution.
April 24	<p>Last Day to Defend*</p> <p><i>*April 24 is the last day to defend; however, the chair and committee must approve your specific defense date & time.</i></p> <p>Day of Defense</p> <ol style="list-style-type: none"> Bring Results of Defense Form for your committee to fill out. Arrive early to make sure room is set-up. Bring paper to take notes in case revisions need to be made to your thesis or capstone.
May 2 4:00 PM	Deadline for uploading final, approved version of the thesis or capstone to GSU's Scholar Works: http://scholarworks.gsu.edu/ . Uploading instructions will be provided after the defense.
May 4	University Grade Submission Deadline
May 12, 2017	University Official Degree Conferral