

Graduation Checklist: MA in History (Thesis Track)

Name _____

This form must be turned in to the History Graduate Director **one full semester** prior to graduation.

Projected Date of Graduation _____

Title of Thesis _____

Director of Thesis _____

Second Reader _____

Third Reader (optional) _____

Deadlines:

Final date to turn in a Degree Completion Plan form (<http://www.liberty.edu/media/1270/MA-History%20Thesis%202009.pdf>) showing your completion (or near completion in that semester) of all required course work

fall semester—October 1
spring semester—March 1

Final draft of thesis turned into the thesis Director:

fall semester—Nov. 2
spring semester—April 2

[Any extension of this deadline must be approved by the entire thesis committee.]

Final date for thesis defense:

fall semester—Nov. 16
spring semester—April 16

[There will be no extension of this defense date unless the deadline falls on a weekend. In that case, the next Monday will be the deadline.]

Final date for thesis Director to notify the History Graduate Director that the student has successfully defended his/her thesis. See “Thesis Director Completion” form on MA in History web page.

fall semester—Nov. 19
spring semester—April 19

[If additional work is required, the thesis Director should notify in writing the necessary changes and the schedule of planned completion. The student is responsible to make sure the thesis Director provides this information by the above date.]

Final editing and deadline for turning in thesis to the History Department. *Thesis must be signed by each committee member indicating their approval of the final draft.*

fall semester—Nov. 30
spring semester—April 30

For deadlines and directions on binding your thesis click [here](#). Be sure to meet the deadlines as listed on this site. The ILRC recommends this binder: <http://www.thesisondemand.com/>