

Master's Report/Thesis Dates & Deadlines - Spring 2018

DATE	REQUIREMENT
January 16, 2018	<ul style="list-style-type: none"> <input type="checkbox"/> Obtain supervisor – must be Graduate Studies Committee (GSC) member. <input type="checkbox"/> Obtain reader – GSC member preferred but other faculty or industry experts are acceptable (there are special guidelines for industry expert/non-UT readers). <input type="checkbox"/> Determine report/thesis topic & title. <input type="checkbox"/> Establish delivery schedule with supervisor. <input type="checkbox"/> Submit Master's Report/Thesis survey (supervisor, reader, title, etc.): https://utexas.qualtrics.com/jfe/form/SV_eFhzPySztP8RULr <input type="checkbox"/> Review formatting guidelines: Format for the Master's Thesis and Report.
January 16 - April 13, 2018	<ul style="list-style-type: none"> <input type="checkbox"/> Complete online Master's Graduation Application Form: https://utdirect.utexas.edu/ogs/forms/candidacy/app.WBX
April 13, 2018	<ul style="list-style-type: none"> <input type="checkbox"/> Last day to complete online Master's Graduation Application Form. <input type="checkbox"/> If you have an industry expert/non-UT reader, a no-expense form and a copy of their resume/CV is due to your Graduate School degree evaluator by this date. https://gradschool.utexas.edu/academics/forms
April 23, 2018	<p>Determine who will obtain your UT faculty signatures:</p> <ul style="list-style-type: none"> <input type="checkbox"/> If you want <u>TxE</u> to obtain UT faculty signatures on your behalf, you must make the request by this date so that signature appointments can be made with your faculty. E-mail your request to Lauren Salinas, lauren.salinas@austin.utexas.edu. <input type="checkbox"/> <u>You</u> assume responsibility for obtaining your UT faculty supervisor and reader signatures if your request is not received by this date. <input type="checkbox"/> <u>You</u> are required to obtain any industry expert/non-UT reader signatures.
3:00 PM, May 1, 2018	<p>If you requested that <u>TxE</u> obtain UT faculty signatures on your behalf, submit the following to the Engineering Master's Program Office in CEE 2.204, or e-mail to Lauren Salinas, lauren.salinas@austin.utexas.edu:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A copy of your Title Page <input type="checkbox"/> A copy of your Signature Page <input type="checkbox"/> A copy of your Abstract <input type="checkbox"/> A copy of your Copyright Tutorial certification email <input type="checkbox"/> A signed "Statement of Research with Human Participants" form, available at http://www.utexas.edu/ogs/pdn/pdf/RHP.pdf. <input type="checkbox"/> A signed "Statement of Research in Restricted Regions" form, available at http://www.utexas.edu/ogs/pdn/pdf/restricted-region.pdf. <p>Finally, upload your complete report/thesis at http://etd.lib.utexas.edu by December 7.</p>
3:00 PM, May 4, 2018	<p>If <u>you</u> assumed responsibility for obtaining UT faculty signatures, submit hard copies of the following to the Engineering Master's Program Office in CEE 2.204:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A copy of your Title Page <input type="checkbox"/> A copy of your Signature Page with supervisor's and reader's original signatures (scanned/electronic signatures are NOT accepted!) <input type="checkbox"/> A copy of your Abstract <input type="checkbox"/> A copy of your Copyright Tutorial certification email <input type="checkbox"/> A signed "Statement of Research with Human Participants" form, available at http://www.utexas.edu/ogs/pdn/pdf/RHP.pdf. <input type="checkbox"/> A signed "Statement of Research in Restricted Regions" form, available at http://www.utexas.edu/ogs/pdn/pdf/restricted-region.pdf. <p>Finally, upload your complete report/thesis at http://etd.lib.utexas.edu by 3:00 PM.</p>