



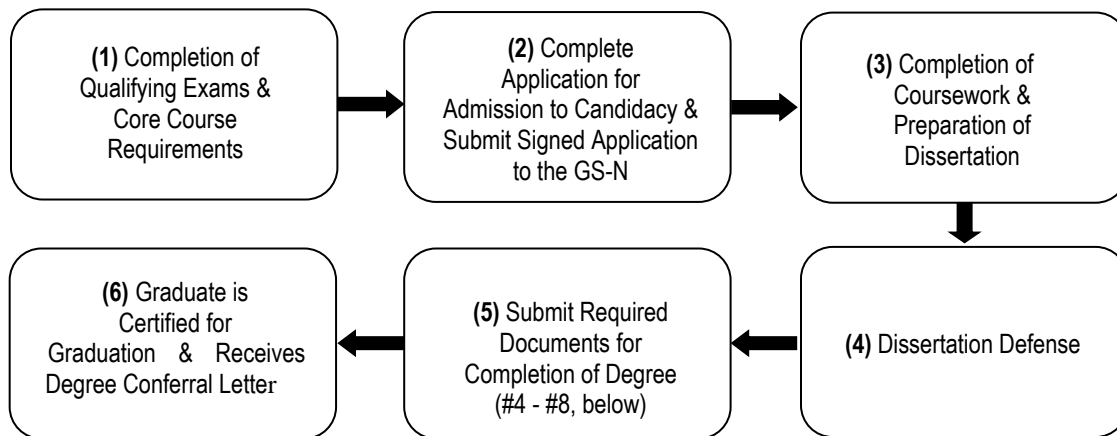
REQUIREMENTS AND DEADLINES for

Doctoral Degree Candidates

A PhD student will be considered for degree conferral only if the requirements below are successfully met:

SUBMISSION DEADLINES	OCTOBER DEGREE	JANUARY DEGREE	MAY DEGREE
APPLICATION FOR ADMISSION TO CANDIDACY & DIPLOMA APPLICATION	August 1	October 1	March 1

DISSERTATION DEFENSE	September 1	November 1	April 1
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- Registration:** *Students must remain continuously enrolled until the degree is awarded.*
 - October Graduates:** October graduates are **NOT** required to be registered for the Fall semester. **Students must complete steps #4 - #8 below before September 15, in order to secure October degree date.**
 - January Graduates:** January graduates are **NOT** required to be registered for the Spring semester. **Students must complete steps #4 - #8 below before January 5, in order to secure January degree date.**
 - May Graduates:** May graduates **MUST** register for the Spring semester. **Students must complete steps #4 - #8 below before May 5, in order to secure May degree date.**
- Diploma Application:** Online submission only.
- Application for Admission to Candidacy** is to be submitted to the dean's office upon completion of the graduate program's qualifying milestones (whether qualifying exams, proposal defense, composition of committee, etc.). Doctoral students should submit the Application for Admission to Candidacy to the Graduate School Dean's Office as soon as possible after the satisfaction of program qualifying milestones.
- Title Pages:** An electronic copy of the dissertation title page, with the original (preferably in BLACK ink) or electronic signatures of all dissertation committee members must be submitted to the Graduate School Dean's Office. The title page must follow the template provided in the Graduate School-Newark's dissertation formatting guide. Dissertations not prepared in conformance to the template will be returned.

5. [Electronic Doctoral Dissertation Instructions](#): Guide for Preparing and Uploading:
 - a) Please confirm that your dissertation adheres to the Rutgers formatting guidelines as indicated in the instructions at the link at #5, above. Dissertations that do not conform to the required Rutgers formatting guidelines will not be accepted.
 - b) Your approved dissertation must be converted to a .pdf file and then uploaded to the Rutgers Libraries' Electronic Theses and Dissertations website for permanent record. Upload to <https://etd.libraries.rutgers.edu> before the corresponding deadline.
6. [Embargo Request Form](#): If the publication of your dissertation is to be delayed (e.g., if it contains unpublished data), please complete this form and submit to the dean's office with your advisor's signature. If you are unsure whether your dissertation publication should be delayed, please discuss with your advisor or Graduate Program Director.
7. [Survey of Earned Doctorates](#): Link to the Survey of Earned Doctorates (SED).
8. [ProQuest Agreement Form](#): Link to ProQuest publishing for a fee. Participation is optional.

REMINDER:

Students should consult their Graduate Program Director for specific academic or administrative requirements set by the graduate program.

Each student is responsible for their degree requirements. Students are advised to obtain a copy of their transcript from the registrar's office and to contact this office immediately if there appears to be any discrepancies.

Diplomas are awarded once a year in May. A candidate who completes all degree requirements by October or January will receive a diploma the following May.

Interim Certificates should be requested, in writing, from the Dean of the Graduate School.

For additional information, please visit our website at <http://gsn.newark.rutgers.edu>.