## Non-thesis Masters Timeline

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>PAPERWORK</th>
<th>COMPLETION DEADLINE</th>
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</thead>
</table>
| 1. Coursework  
  • Coordinated by student and PI | None | Semester of Graduation |
| 2. Submit Degree Plan  
  • Coordinated by Graduate Advisor, the student, and PI  
  • The blank degree plan will be completed to ensure degree requirements have been satisfied. | Degree Plan; completed by student and sent to PI, then Graduate Advisor. This document signals all academic degree requirements have been satisfied. Once signed by PI, it is submitted to the Dean’s Office by the Graduate Advisor | By ORD (12\textsuperscript{th} school ay) of the semester you plan to graduate. |
| 3. Apply for graduation  
  • Students must apply for graduation through their myUH account and student center.  
  • Students should apply for graduation during the semester they plan to defend | Graduation application: submitted by student via student center ($25 fee for on-time; $50 for delayed. After late deadline, student will have to wait a semester to graduate) | Students must apply for graduation during the semester they plan to graduate. The dates are published on the academic calendar. |