# Penultimate Draft: Revisions & Final Submission

Name: _____ EID: _____

Paper Title: _____

Supervisor: _____

Second Reader: _____

## Requirements and Deadlines:

- Two weeks after submitting the penultimate draft to the committee, the student will meet with both members and discuss revisions, required updates, and a completion timeline.
- The final paper is due to the Graduate Coordinator and the Graduate School on the last class day of the semester by 3:00 pm.
- This form is due to the Graduate Coordinator two weeks after the submission of your penultimate draft.
- There are no exceptions to these policies.

| Assignments | Deadline |
|---|---|
| Revisions to penultimate draft (*please include specific sections and deadlines as they pertain to each section*) | |
| Deadline to submit revised version to committee | |
| Graduation paperwork signed by committee | |
| Thesis uploaded to Graduate School depositary website | By 3:00 pm on the last classday of the semester |
| Graduation paperwork submitted (in person) to Graduate School | By 3:00 pm on the last classday of the semester |
| PDF of completed thesis/report submitted to Graduate Coordinator | By 3:00 pm on the last classday of the semester |

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**Committee's assessment of work completed:**

☐ The student has turned in a completed draft of the thesis/report. While additional work and revisions are needed, I anticipate completion by the Graduate School submission deadline, 3:00 pm on the last class day.

☐ The student will need to petition to the Graduate Advisor and the CMES GSC for an additional semester to complete their report.

_____ _____
Supervisor's digital signature Date

_____ _____
Reader's digital signature Date

**Student Signature:**

I understand that successful completion of the degree and thesis/report is the responsibility of the student. I also understand that I am expected to meet all submission and revision deadlines in a timely matter and understand that my failure to do so will likely result in my termination from the program. Should I petition for an extension, I understand that it will be the decision of the CMES Graduate Studies Committee to decide if I am able to continue into the next semester or if my program of work will be terminated.

_____ _____
Student's digital signature Date

_____ _____
Graduate Advisor's signature Date

_____ _____
Graduate Coordinator's signature Date