



Master's Degree Procedures and Requirements for Graduation

Graduate School
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Columbus, Ohio 43210-1366
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Listed below are Graduate School procedures and requirements for earning a Master's Degree from the Ohio State University. For more information see the Graduate School Handbook. The Handbook is available electronically on the World Wide Web at: <http://www.gradsch.osu.edu>

In order to graduate, each student must:

- _____ Register and enroll for at least three graduate credit hours during the quarter in which graduation is expected.
- _____ Submit an Application to Graduate form to the Graduate School no later than the second Friday of the quarter in which graduation is expected.
- _____ Complete the required minimum number of credit hours for your program, at least 80% of those credit hours must be completed at this university.
- _____ Earn a graduate cumulative point hour ratio of at least 3.0
- _____ Satisfactorily complete the Master's Examination and submit the Master's Examination Report form to the Graduate School no later than Wednesday two weeks before Commencement. The Master's Examination is taken the quarter in which graduation is expected. To take the examination earlier requires permission of the Graduate School.
- _____ Students completing a thesis must submit the Thesis Approval form, the approved thesis, and pay the binding fee (\$12.00 by check or money order only) at the Graduate School no later than Wednesday, one week before commencement.
- _____ Final grades for all previous and current courses are due at Lincoln Tower by the deadline published in the Master Schedule of Classes.

CONGRATULATIONS!!!

Notify the Graduate School as soon as possible at 292-6031 or e-mail: gradsch-gradsrv@osu.edu if you find you are unable to complete the requirements within the deadlines.