

Submit materials to:

Graduate Division
120 Aldrich Hall
Zot Code 3180
Grad@uci.edu
(949) 824-4611

**MASTER'S THESIS SUBMISSION CHECKLIST
ELECTRONIC FILING**

Students must submit **all** of the required documents listed below to the Graduate Division by **5pm** on the filing deadline in order to complete the Master's thesis submission process and meet the final degree deadline.

Submission Date: Quarter: _____ Year: _____

Name of Candidate: Last: _____ First: _____

***** Before submitting the forms listed below to the Graduate Division, you must bring the Master's Thesis/Signature Page Report on Final Examination for the Master's Degree to the Cashier's Office (228 Aldrich Hall) to pay the \$55 Master's Thesis Submission Fee. The cashier will stamp the form to indicate receipt of payment. Your final degree paperwork will not be accepted unless the Master's Thesis/Signature Page Report on Final Examination for the Master's Degree has the Cashier's payment stamp.**

REQUIRED

- Master's Thesis Submission Checklist** (print and submit)
- Master's Thesis/Signature Page Report on the Final Examination for the Master's Degree**: Serves as original signature page. Original or electronic signatures allowed. (submit)
- Final confirmation e-mail from the ProQuest/ETD website** (print and submit)
- UCI Master's Exit Survey**: <http://apps.grad.uci.edu/exitsurvey/> (print and submit)

OPTIONAL

- [Degree Certification Request Form](#)

ENCOURAGED: [Register your e-mail forwarding address](#) Alumni can stay connected with UCI.

For Graduate Division Use Only:	
<p>Master's Thesis packet submittal date: _____ / _____ / _____</p> <p>Accepted by: _____ <div style="text-align: center; margin-left: 100px;">Graduate Division Staff Signature</div></p>	