Final semester MS Student Checklist:

See deadlines of the Graduate School

1. Week 4:
   a. Consult with advisor; apply for graduation.
   b. Set up date/time for defense with committee members that falls during or before final exam week. Reserve a room for the Final Defense.
   c. Have your advisor sign up for Unicheck on Canvas (email lmsadmin@wayne.edu).
   d. Make sure your thesis follows WSU format requirements; see Digital Commons for archived theses from our department as examples
   e. Make sure you have permissions for all figures and tables you copied from published materials and cite this in your legends

2. Two weeks before defense:
   a. Submit your thesis draft to your advisor for approval and for a plagiarism check (Unicheck)
   b. Distribute digital copies of your advisor-approved thesis manuscript to committee members for review and feedback

3. Day of the defense:
   c. Submit the thesis manuscript electronically to the Graduate School Proquest website for a formatting check.

4. Thesis completion:
   a. Finish all format and content revisions for the submitted dissertation manuscript.
   b. Consult with your advisor and submit an Electronic Thesis and Dissertation Permissions Form allowing Wayne State University Libraries to make the dissertation available through DigitalCommons@WayneState.
   c. Resubmit final thesis to the Proquest website and to your committee.