

## Summary of Procedures for Graduation – Specific Deadline Dates

### Fall 2023 Graduate Deadlines

#### Spring 2023

- Tuesday, January 31 – MFA Committee Form signed and delivered to Kat via email.
  - Committee members may sign this form electronically in Adobe.
- Tuesday, January 31 – Thesis Abstract submitted to committee members
- Monday, February 26 - Tuesday, February 28 – Student schedules meeting and meets with full committee

#### Fall 2023

- Friday, August 4 – Detailed Thesis Outline due to all committee members (see guidelines)
- Friday, September 1 – Plan of Study & Final Exam Request completed with Program Administrator
- Friday, September 29 – Apply for graduation online
- Tuesday, October 10 – Plan of Study and Final Exam Request due to Graduate College
- Tuesday, October 10 – Final Draft of thesis due to full committee. (see guidelines)
- Friday, October 27 – MFA Group Show Deadline (see below)
- October Date TDB - Deadline to Register for Commencement:
  - <https://www.grad.uiowa.edu/degrees-and-graduation/commencement>
- November 6 – November 17 – MFA Defense scheduled – during week your show is up.
- November 13 – November 17 – Final Examination Meetings, Certificate of Approval signed by committee AND 10-20 select images from your thesis work delivered to the UICB Office. These can be emailed or transferred via a pin drive. 300 dpi with 2000px on longest side
- Monday, November 27 – Final Exam Report due to Graduate College
- **Monday, December 4 – Deposit of Thesis due to Graduate College by 5pm!**
- Friday, December 8 – UICB Open House - Reception
- Friday, December 15 – Commencement (Master’s commencement is usually on the Friday, but the schedule has not yet been posted).

### Fall 2023 MFA Show Dates

- Luke Allan: November 5 – 12
- Sara Parr: November 13 - 18
- 2 Person show: up by Sunday, December 3 (install any time before this) runs until Saturday, Dec 16

### MFA SHOW Deadlines

- 2 weeks before show
  - 30 postcards delivered to office if you would like us to campus mail them to our faculty members/GC.
  - All publicity material delivered to Kat, images and copy for website and social media
- 1 week before – show title and your name emailed to Craig for vinyl cutting

### MFA Group Show Deadlines

Monday, October 27 – Send the following to Kat

- Image of your work to be used on group show postcard
- Your name as you would like it to appear
- Title of show if different than “UICB MFA Thesis Exhibit”