

## Summary of Procedures for Graduation – Specific Deadline Dates

### Spring 2024 Graduate Deadlines

- 9/1/23 – MFA Committee Form signed and delivered to Kat via email.
  - Committee members may sign this form electronically in Adobe.
- 9/1/23 – Thesis Abstract submitted to committee members
- Between 9/5 - 9/30 - Student schedules meeting and meets with full committee
- On or before 12/15 – Detailed Thesis Outline due to all committee members (see guidelines)
- Between 12/1/23 and 1/26/23 – Plan of Study & Final Exam Request completed with Program Administrator
- 2/23 - Apply for graduation online
- 3/5 – Plan of Study and Final Exam Request due to Graduate College
- 3/8 – Final Draft of thesis due to full committee. (see guidelines)
- 4/1 – 4/12 – MFA Defense scheduled
- 4/1 – MFA Group Show Deadline (see below)
- April Date TDB - Deadline to Register for Commencement: <https://www.grad.uiowa.edu/degrees-and-graduation/commencement>
- 4/8 - 4/16 – 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
- 4/16 – Final Exam Report due to Graduate College
- **4/23 – Deposit of Thesis due to Graduate College by 5pm!**
- 4/29 – 5/12 – Group Thesis Show in K.K. Merker Gallery
- 5/3 – MFA reception
- 5/10 – Commencement

### Spring 2024 MFA Show Dates

- MFA shows run for 1 week between March 18 and April 12.
  - March 31 – April 6 - Tegan
  - April 7 – April 13 - Jamie

### 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

4/5 – 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”