



GRADUATE CLEARANCE FORM

Department of Biological Sciences, Western Illinois University



WESTERN ILLINOIS UNIVERSITY

Name _____ Student ID _____

Option: Thesis Advanced Degree Project Coursework

The following signatures must be obtained before you can be cleared for graduation by the department. Send the complete form to the department's Graduate Committee Coordinator (gradbio@wiu.edu). The graduate coordinator will send the form to the Department Chair. The Department Chair will process your grade for the exit course (Bio601 or Bio577).

- Student applied for graduation (March 10 or Oct 10)
- Degree plan was submitted to Graduate Studies and student completed any pending courses, deficiencies, revalidations, etc. (all options)
- Graduate committee form was submitted to Graduate Studies (all options)
- Graduate Proposal was submitted to Graduate Coordinator (Thesis and Advanced Biological Project)
- Student announced and presented seminar in the department (Thesis and Advanced Biological Project)
- Thesis for approval was submitted to Graduate Coordinator before online submission (Thesis)
- Final copy of Advanced Biological Project was submitted to Graduate Coordinator (Advanced Biological Option)
- Final thesis was submitted online and printed copy was ordered for thesis advisor (this can be done during the online submission process) (Thesis)
- Oral exam reporting form was received by graduate coordinator (faculty advisor will send form to graduate coordinator) (all options). Grad coordinator initials _____

Graduate Student Signature _____ Date _____

Graduate Advisor Signature _____ Date _____

Graduate Coordinator Signature _____ Date _____

Signed form by the student and advisor must be sent to the graduate coordinator (gradbio@wiu.edu) by the last day of classes.

Remember to return keys to OPS before graduation (all options)

Please indicate your forwarding address, email, and telephone number. Also, please indicate your immediate future plans (employment, more graduate school, etc.):

Email (different from your WIU email) _____

Address _____

Phone _____

Immediate plans _____