

**CHECK LIST FOR  
MASTER OF ENGINEERING (MEng) GRADUATION  
(Project & Report Option)**

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| 1. Research advisor and project chosen during first semester.  |  |
| 2. Plan of Study submitted and approved.<br>(due by end of second academic semester)   |  |
| 3. Core courses completed.   |  |
| 4. Register for at least 3 hours of Project and Report (ChE 5904).<br><i>(Be sure to register for the number of hours listed on your plan of study).</i> |  |
| 5. Application for Degree form* submitted to Graduate School before deadline.<br><i>(use paper form on Graduate School website)</i>                      |  |
| 6. Final oral exam scheduled with Graduate School.<br><i>(should be scheduled no later than two weeks before exam date)</i>                              |  |

The Graduate Program Coordinator will get Department Head's signature for those forms that require it. She will sign for Department Staff Coordinator and make a copy for your student file. Student will need to take forms to Graduate School before deadline after signatures are obtained.

\*Application for Degree deadlines are:  
October 1 for Fall Semester commencement  
March 1 for Spring Semester commencement