Completion of Ph.D. degrees in the School of Medicine

In addition to satisfying your degree requirements as tracked by DegreeWorks, there are several key actions you must take in your final semester to earn your Ph.D. degree. For specific dates, please see the "Academic and Other Calendars" section on our website at **https://medschool.vcu.edu/education/graduate/current-students/#d.en.354518**

Action	Latest possible date
Discuss your graduation time-line with your advisor and program director	As early as possible
Define your dissertation scope, content and organization with advisor and graduate advisory committee	As early as possible
Confirm you are registered for graduate credit in semester of graduation	As early as possible
Work with your graduate program director to address any needed actions in DegreeWorks (e.g., degree candidacy form, courses, grades, credits, etc.)	As early as possible
Review SOM Resources for Graduate Students-> Graduate Student Exams and Degree Completion	As early as possible
Login to eServices, complete two actions: (i) check for holds and follow-up with appropriate offices, (ii) apply to graduate	See SOM Academic Calendar
Identify a suitable date/time/place for your final defense	As early as possible
Input your final defense date in GradTrak	At least 10 working days (2 weeks) before final defense
Provide draft of your dissertation to your advisor and advisory committee	At least 10 working days (2 weeks) before final defense
Have your final defense	See SOM Academic Calendar
Provide your revised dissertation to committee	See SOM Academic Calendar
Initiate routing of your ETD approval form	See SOM Academic Calendar
Track ETD approval form signature progress (sign-offs by committee, advisor, program director and **SOM Sr. Associate Dean, Dr. Michael Grotewiel)** • **https://docs.google.com/document/d/1MGOf4Cu-Yk_y0Bll2RuhxgXDtX1uPU6K/edit**	See SOM Academic Calendar
Upload your approved and finalized dissertation to VCU Scholars Compass • Keep your receipt	See SOM Academic Calendar
Complete the Survey of Earned Doctorates • Keep your receipt	See SOM Academic Calendar

Other key dates

Ceremony/ Activity	Date
VCU diplomas certified VCU diplomas released:	May, August, December June, September, January
SOM Advanced Degree Recognition Event • Save the date: **mid-morning on Friday** of commencement week	**MAY**
VCU Commencement Ceremony information **(Saturday event):** • https://commencement.vcu.edu/ • Ph.D. students attending commencement ceremony (important information): https://graduate.vcu.edu/current-students/progress-to-degree/graduation/#d.en.803458	May December

For questions not answered above:

- **Please visit our list of frequently asked questions (FAQ):**
- **https://medschool.vcu.edu/education/graduate/current-students/#d.en.337733**

Still have questions?

- **Contact your degree program.**