

Knowledge of all UT Arlington procedures and regulations is the full responsibility of the Graduate Student. Our Graduate Student Handbook is an unofficial publication and the UTA catalog should be referenced in all concerning matters.

THESIS AND DISSERTATION HOURS

***6 hours of thesis are completed by taking 5698.** A grade of R is given if not successfully defended. A pass (P) is required for graduation.

***9 hours of dissertation can be completed by taking 6999 or a combination of dissertation courses (6x99).** All 6x99 courses are repeatable. 6399 does not offer a P grade option. 7399 is a dissertation completion course and repeatable 2x, only with faculty permission. If 7399 is not passed in the second attempt, enrollment in 6x99 until a grade of P is earned is required.

DEPARTMENTAL AND UNIVERSITY FORMS

CVF/Advisory Meeting Forms

Thesis Proposal Form

Final Masters Exam Report

Masters in Passing Form

Milestone Update Form

Internal Diagnostic Summary Form

Diagnostic Evaluation Report

Comp Examination Report

Dissertation Defense Report

Submit approved
thesis/dissertation & forms to the
Library by appropriate deadlines:
[Thesis and Dissertation
Information | UTA Libraries](#)

MILESTONES

FINISH REQUIRED COURSEWORK

Complete foundation and core courses in your first 4 semesters to remain on track. Remaining courses and electives are to be completed by the time you graduate.

YEAR 1: HOLISTIC DIAGNOSTIC REVIEW

You will be required to meet or exceed 5 performance areas to continue in your program consisting of passing your Research Progress Symposium presentation, academic performance, research progress, GTA/RA evaluation (if applicable), and departmental citizenship.

YEAR 2: THESIS REQUIREMENT

The thesis proposal/defense is required if this milestone not already earned/waived. The thesis milestone consists of **30 hours (foundational + core + thesis hours + 3 research hours)**. It is required to be enrolled in thesis hours (5698) **the semester you defend** and earn a P (pass), or you will have to re-enroll until the grade of a P is earned. **5698 should not be taken more than 4 times.** Consult with your faculty mentor to determine when it is best for you to enroll in thesis hours. **Apply for graduation** if you want to physically earn your diploma/walk in the ceremony and follow all appropriate deadlines. Otherwise, you will only complete the **thesis milestone** and will still need to adhere to the deadlines as listed on the UTA website.

YEAR 3: RESEARCH GAP YEAR

This is your opportunity to utilize your time to publish any relevant research.

YEARS 4-5: DISSERTATION

Dissertation proposal (**Comprehensive Exam**)/defense is required. **Comp exam** must be approved **before** a student can enroll in dissertation hours. Dissertation course options: 6399, 6699, 6999, and 7399. A total of 9 dissertation hours are required for graduation.

GRADUATION APPLICATION/DEFENSE DEADLINES:

IT IS YOUR RESPONSIBILITY TO FAMILIARIZE YOURSELF WITH ALL APPLICABLE GRADUATION/DEFENSE DEADLINES: [APPLYING FOR GRADUATION - OFFICE OF THE REGISTRAR - THE UNIVERSITY OF TEXAS AT ARLINGTON \(UTA.EDU\)](#)