### SPRING GRADUATION REMINDERS

**Spring Graduation Deadlines**  
Deadlines are always posted well in advance on our website: [http://graduate-school.colostate.edu/index.aspx](http://graduate-school.colostate.edu/index.aspx)

- **April 4** - by 4:45 pm (MT)  
- **GS24 Report of Final Examination Results**  
- **Thesis & Dissertation Submission**

#### Electronic Thesis and Dissertation (ETD)

- **UPDATED ETD Guidelines** available on Graduate School website.  
- **ETD Open Labs** - 171 Morgan Library  
  Students are welcome to bring a copy of their file for formatting assistance.  
  - Mon. 3/31, 1 - 3 pm  
  - Tue. 4/1, 10 am - 12 pm  
  - Wed. 4/2, 9 - 11 am

- **May 16** - by 4:45 pm (MT)  
- **Clearance of all incompletes/grade changes.**  
- **Completion of all course requirements.**  
- **GS25B Departmental Requirements Clearance.**

- **Graduate School Commencement Ceremony - May 16th at 3 pm (MT)**  
  - Moby Arena, 2:15 pm student line-up in the Intramural Gym (east side of Moby).  
  - Graduate School offices will close at 12 PM on May 16 to prepare for the event in Moby.  
  - [http://graduateschool.colostate.edu/Commencement](http://graduateschool.colostate.edu/Commencement)

### ASSISTANCE FOR GRADUATE COORDINATORS

If you are a new coordinator or would like a refresher tour of the Graduate School website and policies, please contact Kelsey Snyder to set up time. If there are specific questions you have, or would like to submit feedback about what the Graduate School can improve on, Kelsey is happy to compile the information and present it to our staff.

#### FACULTY DEVELOPMENT SEMINARS IN APRIL

Graduate School is sponsoring two seminars for faculty, post-docs, and graduate coordinators.

**Christine Stanley, Ph.D. is Vice President and Associate Provost for Diversity and Professor, Higher Education, Texas A&M University**

*We Recruit Them, Then What? Effective Strategies For Advising And Mentoring Graduate Students*

- Thursday, April 10th, 9 - 11 AM, breakfast from 8:30 - 9 AM in LSC North Ballroom

**Linda Forrest, Ph.D. is an Emeritus Professor, University of Oregon**

*Headaches, Heartaches and Challenges: What Can We Do To Improve Retention and Time to Graduation?*

- Tuesday, April 29th, 9 – 11 AM, breakfast from 8:30 – 9 AM LSC, North Ballroom