

School Improvement Timeline to Fall Graduation

Date	Assignment	Notes
March 10	Submit proposal to Turnitin Cohort CourseDen Dropbox	Must send this report to chair with proposal
March 11	Submit proposal to Tk20 for external reviews	Student must get chair permission before submitting Student needs to share their Proposal page from Tk20 with the Program Director Allow 2-3 weeks for external reviews to be submitted External reviews do not occur over breaks and holidays. *Make sure to allow time for Spring Break
April 1	Submit proposal to chair for review	Allow chair 2 weeks to review proposal
April 15	Submit proposal to committee for review	Allow committee 2 weeks to review proposal *Committee members are not obligated to work on dissertations over the summer months
June 18	Submit Graduation Paperwork	Find more information on UWG's Registrar's page
June 18	Chair will submit proposal for IRB approval	Chair will email your IRB application Allow 6-8 weeks for IRB approval *Allow time for Fall Break
September 12	Submit final dissertation to Turnitin Cohort CourseDen Dropbox	Must send this report to chair with final dissertation
September 13	Submit final dissertation to chair for review	Allow chair 3 weeks to review final dissertation
October 4	Submit final dissertation to committee	Allow committee 3 weeks to review final dissertation
October 25	Submit Format Review Form to edreview@westga.edu	Last page of the document needs to be filled out and signed by both the student and chair for UWG style requirements format review Directions will be sent on how to submit to ProQuest
November 1	Submit dissertation to ProQuest	UWG ProQuest Deadline is November 1 - non-negotiable Submit before deadline in case revisions are needed
December 14	Graduation	

*Chair, committee members, UWG staff, and external reviewers are not obligated to work on dissertations over university scheduled breaks and holidays. Please plan accordingly to allot for the time faculty are given. Please make sure to take Spring and Fall Break into account.

These events could potentially take more time than allotted in the timeline due to feedback and reviews. Make sure you have buffer time between each of these events to allow for conversations, incorporating feedback, and life.

School Improvement Timeline to Spring Graduation

Date	Assignment	Notes
September 9	Submit proposal to Turnitin Cohort CourseDen Dropbox	Must send this report to chair with proposal
September 10	Submit proposal to Tk20 for external reviews	Student must get chair permission before submitting Student needs to share their Proposal page from Tk20 with the Program Director Allow 2-3 weeks for external reviews to be submitted
October 1	Submit proposal to chair for review	Allow chair 2 weeks to review proposal
October 1	Submit Graduation Paperwork	Find more information on UWG's Registrar's page
October 15	Submit proposal to committee for review	Allow committee 2 weeks to review proposal *Allow time for Fall Break
November 5	Chair will submit proposal for IRB approval	Chair will email your IRB application Allow 6-8 weeks for IRB approval *Allow time for Thanksgiving Break and Holiday Break
February 4	Submit final dissertation to Turnitin Cohort CourseDen Dropbox	Must send this report to chair with final dissertation
February 5	Submit final dissertation to chair for review	Allow chair 3 weeks to review final dissertation
February 26	Submit final dissertation to committee	Allow committee 3 weeks to review final dissertation *Allow time for Spring Break
March 25	Submit Format Review Form to edreview@westga.edu	Last page of the document needs to be filled out and signed by both the student and chair for UWG style requirements format review Directions will be sent on how to submit to ProQuest
April 1	Submit dissertation to ProQuest	UWG ProQuest Deadline is April 1 - non-negotiable
May 7	Graduation	

*Chair, committee members, UWG staff, and external reviewers are not obligated to work on dissertations over university scheduled breaks and holidays. Please plan accordingly to allot for the time faculty are given. Please make sure to take Fall break, Thanksgiving break, Holiday break and Spring break into account.

These events could potentially take more time than allotted in the timeline due to feedback and reviews. Make sure you have buffer time between each of these events to allow for conversations, incorporating feedback, and life.

School Improvement Timeline to Summer Graduation

Date	Assignment	Notes
October 21	Submit proposal to Turnitin Cohort CourseDen Dropbox	Must send this report to chair with proposal
October 22	Submit proposal to Tk20 for external reviews	Student must get chair permission before submitting Student needs to share their Proposal page from Tk20 with the Program Director Allow 2-3 weeks for external reviews to be submitted
November 12	Submit proposal to chair for review	Allow chair 2 weeks to review proposal *Allow time for Thanksgiving Break : November 28-29; and Holiday Break : December 16-Jan 3
December 24	Submit proposal to committee for review	Allow committee 2 weeks to review proposal
January 14	Chair will submit proposal for IRB approval	Chair will email your IRB application Allow 6-8 weeks for IRB approval
March 1	Submit Graduation Paperwork	Find more information on UWG's Registrar's page
April 14	Submit final dissertation to Turnitin Cohort CourseDen Dropbox	Must send this report to chair with final dissertation
April 15	Submit final dissertation to chair for review	Allow chair 3 weeks to review final dissertation *Allow time for Spring Break : March 16-20
May 13	Submit final dissertation to committee	Allow committee 3 weeks to review final dissertation *Committee members are not obligated to work on dissertations over the summer months
June 24	Submit Format Review Form to edreview@westga.edu	Last page of the document needs to be filled out and signed by both the student and chair for UWG style requirements format review Directions will be sent on how to submit to ProQuest
July 1	Submit dissertation to ProQuest	UWG ProQuest Deadline is July 1 - non-negotiable Submit before deadline in case revisions are needed
July 24	Graduation	

*Chair, committee members, UWG staff, and external reviewers are not obligated to work on dissertations over university scheduled breaks and holidays. Please plan accordingly to allot for the time faculty are given. Please make sure to take Thanksgiving Break, Holiday Break and Spring Break into account.

These events could potentially take more time than allotted in the timeline due to feedback and reviews. Make sure you have buffer time between each of these events to allow for conversations, incorporating feedback, and life.