

CCB Ph.D. DEFENSE & EXIT INFORMATION

2023-24 Registrar's Deadlines

Application Deadline	August 1, 2023	December 1, 2023	April 1, 2024
Dissertation (and Defense) Deadline	September 6, 2023*	January 23, 2024	May 9, 2024
Degree Conferral	November 14, 2023	March 5, 2024	May 23, 2024

*Students who wish to retain health coverage for the fall 2023 term (through January 31, 2024) and who would like to be charged accordingly should submit dissertation ON September 7, 2023.

I plan to defend, what do I need to do?

- Contact Kathy Oakley with defense date oakley@chemistry.harvard.edu
- Apply for degree on-line at my.harvard (application portal will open on July 1st for the November degree, November 10th for the March degree, March 9th for the May degree).
- Complete and return the Doctoral Dissertation Form to Kathy Oakley
- Schedule an [exit interview](https://calendly.com/jlcox/meetings-with-josh) time (before or after your defense) with Josh Cox via: <https://calendly.com/jlcox/meetings-with-josh>
- For exit surveys and other Ph.D. information, go to: <https://registrar.fas.harvard.edu/registration-enrollment-degrees/graduation-diplomas/phd-dissertation-submission>
- For assistance on formatting dissertation, go to: <https://gsas.harvard.edu/degree-requirements/dissertations/formatting-your-dissertation>
- International students planning to work in the U.S. after graduation should make an appointment with the Harvard International Office at least 3 months before the dissertation deadline to begin applying for an F1-OPT visa.



DOCTORAL DISSERTATION FORM

Please Note the Following:

- Return this form via email, 1-2 weeks prior to your defense
- Email a .pdf file copy of your Dissertation Abstract to: oakley@chemistry.harvard.edu
- Students must submit the dissertation to the Dissertation Defense Committee at least 7 days before the defense date
- **Print name below exactly as it will appear on your dissertation (DAC and the dissertation title page must match exactly)**

Name _____ Email: _____

Dissertation Title _____

Committee Member: _____ (Advisor)

Dept Affiliation and Email: _____

Committee Member: _____

Dept Affiliation and Email: _____

Committee Member: _____

Dept Affiliation and Email: _____

Defense Date: _____ Time: _____ AM/PM

Zoom Link or Room Location: _____

POST-GRADUATION / EXIT INFORMATION

Exit Interview Date: _____

Departure Date: _____

Forwarding Address: _____

Personal Email Address: _____

Phone #: _____

Occupation Title: _____