

# MA Paper Deadlines for Dec. 2009 Defenses

- Sept. 30 .....Signed Paper Proposals Due (Michael)
- Oct. 30.....Diploma Applications Due (GRS Records, CAS 112)
- Nov. 13.....Signed Defense Authorization Forms due (Michael)
- Nov. 23.....4 bound copies of your paper in final form due (Michael).
- 11/30 – 12/11 .Oral Defense Period

## Additional Notes:

- 1) Before defending, you must have completed ALL other degree requirements, including Statistics, Foreign Language, and Coursework.
- 2) In order to defend, you must be registered in some fashion for Fall 2009. Talk with Michael if you need assistance with this.
- 3) Any Oral Defense scheduling requests must be submitted to me via email by Nov. 13. Please note that scheduling requests can be made only for substantive issues. Requests for media equipment or for specific professors to be on your panel must also be submitted by this date.
- 4) There will be a Foreign Language exam offered on Friday, November 6 (Time and Location TBA). If you have not yet passed the foreign language exam and plan to defend in December, you must register for this exam. Registration for the November exam opens on September 17 and ends on October 23. You can register online at [www.bu.edu/ir/graduate/current/exam/#register](http://www.bu.edu/ir/graduate/current/exam/#register).
- 5) Please remember that your paper advisor will need at least a few days to review your paper proposal and draft before giving you the authorization to proceed. Please talk with your advisor about this and take it into account when planning to meet the deadlines. **Your paper proposal / defense authorization form must be signed by your advisor prior to submission to Michael.**
- 6) If you submit a Paper Proposal but then do not defend, you will need to submit a Change of Defense Date form to Michael by the Paper Proposal Deadline of the new term in which you plan to defend. You will also need to submit a new Diploma Application with GRS, by the deadline set by GRS for the term in which you plan to defend. Finally, you will also need to register as a continuing student for the new term. Talk with Michael if you have any questions about any of this. All of these steps will also need to be taken if you defend but do not pass your defense.