Florida A&M University
Office of Graduate Studies and Research
FAMU Final Term Degree Clearance Checklist Form

Student Information

ID Number: __________________________ Date: __________________________

Last Name: __________________________ First Name: __________________________

Email: __________________________ Phone: __________________________

Permission to send a text message to you?  □ Yes  □ No

Degree: __________________________

Department: __________________________

Final Degree Clearance Checklist

1. Has the Research and Project Approval Form been signed by the Major Professor, Graduate Coordinator and Department Chair? □ Yes  □ No

2. Does each committee member have the proper level of Graduate Faculty Status? □ Yes  □ No

3. Has the student applied for graduation? □ Yes  □ No

4. Is the student currently enrolled for at least one credit hour? □ Yes  □ No

5. Does the student have the correct number of coursework hours? □ Yes  □ No

6. Does the student have the correct number of thesis/dissertation hours? □ Yes  □ No

7. Have all Is and Us been cleared? □ Yes  □ No

8. Do all DIS courses have a course title? □ Yes  □ No

9. Have all holds been lifted? □ Yes  □ No

10. Is the Graduate GPA greater than or equal to 3.00? □ Yes  □ No

11. Is the student enrolled in thesis or dissertation defense? □ Yes  □ No

12. Did the student submit a Defense Announcement Form? □ Yes  □ No

Ph.D. Students Only

1. Has the student completed the Survey of Earned Doctorates? □ Yes  □ No

2. Has the student provided a full version of his or her C.V.? □ Yes  □ No

Checklist completed by (Print name) __________________________ Signature __________________________ Date __________________________

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