

**Illinois Institute of Technology  
Academic Affairs  
Sequence of Events for Spring 2025**

It is important that you fulfill all degree requirements by the deadline dates listed below. All forms to be completed by students are available online: <https://www.iit.edu/gaa/students/student-forms> .

The X indicates the requirements for a specific degree.

**Academic Affairs, IIT Tower, Suite. 2C8-1, Chicago, IL 60616, [aa@iit.edu](mailto:aa@iit.edu), 312.567.3300**

Deadline	TASK	NON- THESIS	THESIS	
Spr 25		MAS OR MS	MS	PhD
<b>Feb 3</b>	Last day to request course substitutions or a change of program, if a degree candidate for Spring.	X	X	X
<b>Feb 3</b>	Last date for Application for Graduation	X	X	X
<b>Feb 12</b>	Mandatory Thesis Meeting. Attendance taken.		X	X
<b>Feb 24</b>	Deadline for removal of "I" (incomplete) grades from the previous semester. The course instructor submits the form; AA approval is required. Grade changes entered by Registrar.	X	X	X
<b>Mar 14</b>	Last day for FIRST Thesis Review.		X	X
<b>Apr 4</b>	Submit scheduled date for the Masters Comp Exam, Master's Thesis Defense Exam or PhD Final Oral Defense Exam to AA.	<b>G300</b>	<b>G300</b>	<b>G301B</b>
<b>Apr 4</b>	Submit scheduled date for the PhD Comp Exam, at least one year prior to the completion of final PhD degree requirements and degree conferral.			<b>G301A</b>
<b>Apr 4</b>	Last day for SECOND Thesis Review.		X	X
<b>Apr 4</b>	Deadline for academic unit to petition AA for revalidation of outdated courses that are older than six years. Initiated by the student with the academic unit for consideration and decision.	<b>G504</b>	<b>G504</b>	<b>G504</b>
<b>Apr 18</b>	Last date for the adviser to submit the results of a Master Comprehensive or Thesis Exam; or the PhD Final Thesis Defense to AA for graduating students.	<b>G303</b>	<b>G303</b>	<b>G309</b>
<b>Apr 18</b>	Last day for FINAL Thesis Review.		X	X
<b>Apr 24</b>	Last date for student to have obtained all signatures of Thesis Review committee members and department chairperson.		<b>G501</b>	<b>G501</b>
<b>Apr 24</b>	Last day to pay thesis binding fee and obtain receipt.		X	X
<b>Apr 24</b>	Last day to upload final thesis copy to ProQuest, and to submit required documents via email to TE.		X	X