

Purdue's Late Graduate Deadline Fee

Effective Fall 2016

This is a \$200 fee that will be assessed to students in Purdue University graduate programs on the Indiana University-Purdue University Indianapolis (IUPUI) campus who have missed various graduation deadlines, but who have otherwise met all other requirements to fulfill their degree. This fee currently exists on the Purdue West Lafayette campus and is assessed by the Purdue Graduate School. It is now an option on the IUPUI campus.

In order to align with Purdue Graduate School policy this fee will be assessed to a student one time per semester for missing any one of the five different graduation-related reasons listed below:

- 1) **Missing the Plan of Study Deadline**
Plans of study must be received by the Graduate School with all advisory committee, department/school, and college signatures, prior to the first day of classes of the session of anticipated graduation.
- 2) **Missing the Deadline to Declare Candidacy**
Students must be registered as graduate candidates and be listed on the candidate roster on or before the deadline to declare candidacy for the session of anticipated graduation.
- 3) **Registering as a Candidate for Graduation for Three or more Consecutive Semesters**
Students who are on the candidate list for the same degree for three or more consecutive sessions will be assessed the late fee for each consecutive session, starting with the third session. Students are considered to have been "Listed" on the candidate roster for a given term if a candidate registration (CAND 99100, 99200, or 99300) was entered for them at any point for that term.
- 4) **Missing the Thesis Deposit Deadline**
Thesis option master's and doctoral students must deposit their thesis or dissertation no later than the close of business (5:00 p.m. Eastern Standard Time) on the last day of classes of the session in which their degree is to be awarded.
- 5) **Making at Least One Update or Correction to an Already Deposited Thesis or Dissertation**

If a student misses one of the critical deadlines noted above (1, 2, or 4) and still wishes to pursue graduation in that academic semester, a formal memo request is required. The memo should be endorsed by the student's major professor and department head, and submitted to the IUPUI Graduate Office for review. If approved, the Late Graduation Deadline Fee will be assessed. If a student believes s/he has been assessed this fee incorrectly, or if there were extenuating circumstances that may warrant a fee waiver, students may submit an appeal request using the [G.S. Form 38: Appeal Initiation](#). All appeals must be received by the Graduate Office within thirty days of the last day of the semester in which the fee was charged. Appeals received more than thirty days beyond the close of the session in which the fee was assessed will not be reviewed. Appeals will be reviewed by the Associate Vice Chancellor for Graduate Education.