

iBio PhD Graduation Guidelines

1. Complete all your degree requirements. You can check out those requirements on the iBio Handbook.
2. Clear all Incomplete grades or Progress grades in non-research courses, progress grades in 990 research may remain as a P but won't count towards the degree. Your final research credits must be graded by the end of the semester.
3. The Dissertation defense is one of the final steps in the PhD process. At least 3-4 weeks before the defense, you must request a final defense [warrant](#) from the graduate program coordinator.
4. The coordinator will provide you with the warrant and signing instructions.
5. After your defense your committee should complete and sign your warrant and [defense evaluation rubric](#) forms. You'll need to send a copy of the completed warrant, rubric, and an updated CV to the graduate program coordinator.
6. Students are also required to present their dissertation research in a public venue (e.g., in the Biology Seminar series). You don't have to be associated with the seminar. You can schedule your own talk.
7. You'll want to make your own defense poster and send it to the grad coordinator at least a week before your talk. The coordinator will email the department about your defense. There are defense poster examples on the [Graduate student degree information and resources](#) page on the iBio graduation guidelines tab.
8. Depositing your dissertation is a requirement for the program and done through the graduate school.
9. Depositing your thesis/dissertation, completing an exit survey and any other graduate school specific requirements can be found on their website. The graduate school website will have instructions, requirements, format guidelines, and deadlines for depositing your dissertation. <https://grad.wisc.edu/current-students/doctoral-guide/#defend-and-deposit-your-dissertation>
10. If you're planning to participate in commencement, you are required to indicate as such in your Student Center through MyUW. For more information visit: <https://registrar.wisc.edu/applyforgraduation/>
11. General information on the commencement ceremony if you plan to attend: <https://commencement.wisc.edu/>

If you have questions about subjects 1-7 or questions about deadlines and window periods, please contact boldiis@wisc.edu. If you have questions about subject 8-9, please contact alexandra.walter@wisc.edu about it. Questions for 10-11 please contact commence@chancellor.wisc.edu about it.

Here is a FAQ site regarding diplomas from UW-Madison <https://registrar.wisc.edu/diplomas/#FAQs>