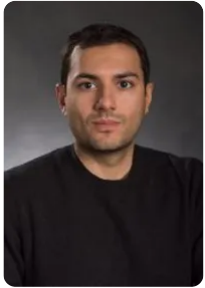


PhD Graduation Info Sheet



MICHIGAN STATE
POLITICAL SCIENCE

Program Support



Graduate
Program Director
Shahryar Minhas



Graduate
Program
Coordinator
Sarah Krause

Timing your Defense

Graduate School website timelines.

<https://grad.msu.edu/academics/theses-and-dissertations>

The deadlines mean EVERYTHING is done by 5pm that day; suggest defending two to three weeks prior to that deadline.

Summer 2026	July 29, 2026
Fall 2026	December 2, 2026
Spring 2027	April 21, 2027
Summer 2027	August 4, 2027

Grad School Requirements

Approval Form [ETD Approval Form \(Page 1 of 5\)](#)

- If human subjects were used in your research, the IRB letter (on letterhead from the Human Research Protection office) should be uploaded with your electronic Approval Form.
- For those projects that may qualify as exempt from IRB approval, an exempt determination must be obtained from the MSU IRB office prior to initiation of the human subject research.

Exit Survey [MSU Doctoral Graduate Exit Survey](#)

Placement Survey
<https://msu.12twenty.com/>

Survey of Earned Doctorates
[SED](#)

To Do

- Enroll in one (1) credit of PLS 999 the semester you defend.
- Schedule date and share with GPC (Sarah Krause)
- Share title of defense with GPC (Sarah Krause)
- Fill out defense form (faculty sign or email Sarah Krause their approval) [Record-of-Dissertation.pdf](#)
- Record of Dissertation will be submitted by Sarah Krause to graduate school, final approval by Grad School subject to when dissertation submitted to ProQuest

Determine if a Hold/Embargo is Needed

If you wish to wait on publishing your dissertation to obtain a patent or submit for publication you may request an embargo for up to 2 years.

Link below:

[Request for Hold/Embargo on Publication of a Thesis/Dissertation](#)

Create ProQuest Account

You can submit your dissertation ONCE DEFENDED.
etdadmin.com/grad.msu

- Once you submit to ProQuest, your electronic submission will be reviewed by a Michigan State University Graduate School Administrator for possible formatting revisions and/or required paperwork before it is "officially" accepted and delivered to ProQuest for publishing.