



**FLORIDA STATE UNIVERSITY
COLLEGE OF SOCIAL SCIENCES AND PUBLIC POLICY**

**IMPORTANT GRADUATE STUDENT DATES
Spring 2025**

Dates and times listed below are subject to change. Please refer to the Registrar's website, <https://registrar.fsu.edu/registration-guides/spring-academic-calendar>, for the detailed calendar and most up-to-date information. *Please bookmark this site.*

Spring 2025 Registration

Enrollment windows for currently enrolled and admitted degree-seeking students are located at <https://registrar.fsu.edu/registration-guides/spring-enrollment-appointments>.

Most forms referenced below may be found online at:

<https://cospp.fsu.edu/academics/graduate/graduate-forms/>. *Please bookmark this site.*

**Florida State University Winter Break Closure
December 23, 2024 – January 6, 2025**

Drop/Add

January 5, 2025 – January 9, 2025 – Spring 2025 add/drop registration window.

Students are tuition/fee liable for all coursework remaining on their schedule after the drop/add deadline.

First Day of Classes

January 6, 2025

- Spring 2025 classes begin.
- Last day to file for change in residency status.

Late Registration (\$100.00 late registration fee.)

January 6, 2025 – January 9, 2025

Late registration fees will not be waived.

January 9, 2025 - Fourth Day of Classes

- Last day to Drop/Add and have fees adjusted (*Students are liable for all tuition/fees for remaining on their schedules at 11:59 p.m., Eastern U.S. time.*)
- Last day to add a course without Academic Dean's permission.
- Last day to cancel enrollment and have tuition/fees removed.

Spring 2025 Graduation Application Period

January 13, 2025 – January 24, 2025

Apply online at <https://my.fsu.edu>. Please visit <https://registrar.fsu.edu/graduation> for more details.

- For detailed instructions on applying for graduation online, follow the [How to Apply to Graduate](#) steps.
- **January 24, 2025** is the last day to apply to graduate in Spring 2025
- *Important: You are required to apply to graduate even if you do not plan to attend the Commencement Ceremony.*

January 27, 2025 - Non-payment-of-tuition scheduled-cancellations processed (by Office of Student Finance) for students without a tuition deferment.

End of 7th Week of the Semester

February 21, 2025

- Last day to submit form requesting S/U grading or to change S/U option back to a regular grade.
- Last day to reduce course load without the permission of Academic Dean.
- Last day to drop a course without receiving a grade.
- Last day to withdraw from school without receiving a grade.
- Last day to petition to reinstate class schedule cancelled for nonpayment of tuition.
- Last day for doctoral students to take and pass their preliminary examination in order to add or convert DIS to dissertation hours for the current semester.

March 3, 2025 – Initial Manuscript Submission Deadline**

- Last day for doctoral candidates to submit doctoral dissertation to The Graduate School (via ProQuest) for pre-defense format review.
- Last day for master's thesis students to submit their thesis to The Graduate School (via ProQuest) for pre-defense format review.
- Manuscripts **MUST** be submitted **by 3:00PM ET** on this date in order to be eligible to graduate this semester. Manuscripts must be 90% complete and formatted according to The Graduate School's guidelines to be accepted.
- Doctoral and Thesis-track master's students who applied to graduate in spring 2025 **MUST** meet this deadline to be eligible to graduate this semester.

Spring Break

March 10, 2025 – March 14, 2025

March 31, 2025 – Final Manuscript Clearance Submission Deadline**

- Last day for submission of the post-defense, *final content-approved thesis, dissertation, or treatise and required forms* to The Graduate School (by midnight Eastern U.S.). All approvals must be obtained before the forms are submitted to the Manuscript Clearance Advisor.
- Manuscripts must be submitted online (via ProQuest), and forms, through Final Content Approval, must be completed in the Manuscript Clearance Portal **by 3:00 pm ET** of the deadline date. Additional formatting corrections will likely be required after this date.
- Content corrections are not permitted after this date.
- Doctoral and Thesis-track master's students who applied to graduate in spring 2025 **MUST** meet this deadline to be eligible to graduate this semester.

***All Electronic Thesis, Treatise and Dissertation content and manuscript clearance information is found on The Graduate School's website, <http://gradschool.fsu.edu/academics-research/thesistreatise-dissertation>. Contact clearance@fsu.edu for questions.*

April 25, 2025 - Last Day of Classes

- Last day to officially withdraw from the University.

April 29, 2025

Last day for thesis and dissertation and students graduating this semester to receive an official email from The Graduate School Manuscript Clearance Office confirming final clearance.**

May 2, 2025 – Semester Ends

Spring 2025 Commencement Schedule – College of Social Sciences and Public Policy

- **May 2, 2025** – 9:00am (ET) – Doctoral Degrees
- **May 3, 2025** – 9:00am (ET) – Bachelor, Master, and Specialist Degrees
- Visit <https://registrar.fsu.edu/graduation/seating> for up-to-date schedules
- Visit <https://registrar.fsu.edu/graduation/seating> for details about the University Commencement Ceremonies.
- For questions, email graduation@fsu.edu or call 850.644.1050.

IMPORTANT:

- *Doctoral candidates must include a minimum of two (2) semester hours of Dissertation every term, as part of the full-time enrollment, including summer.**
- *A doctoral candidate, who continues to use campus facilities and/or receives faculty supervision, but **has not been cleared by the Manuscript Clearance office**, shall include in the required full-time load a minimum of two credit hours of Dissertation per semester, including Summer terms, until completion of the degree. Those with underload permission from their major professor must register for at least two credit hours of Dissertation per semester (or term). Before registering for dissertation hours, the student must consult the major professor as to the proportion of time to be devoted to dissertation work.**
- *Doctoral candidates must be enrolled in a minimum of two hours of Dissertation in the semester of graduation (degree conferral).*
- *A Thesis-track master's student who enrolls in Thesis hours need not be enrolled continuously thereafter in Thesis hours if they meet the minimum University requirement for full-time or part-time enrollment through other coursework. The minimum number of Thesis hours required for the master's degree is six. Those with underload permission must register for at least two credit hours of Thesis per semester. Before registering for Thesis hours, the student must consult the major professor as to the proportion of time to be devoted to thesis work.**
- *A Thesis-track master's student must be enrolled in a minimum of two Thesis hours in the semester of graduation (degree conferral).*
- *Underloads must be approved by the student's major professor, per University policy.*
- *All exams (comps, prelims, etc.) and all defenses require registration – contact your department for details.*

**International students may have greater enrollment requirements. Consult your CGE Advisor. Students receiving financial aid, graduate assistantships, or other funding may have greater enrollment requirements. Consult with your funding department or agency.*