

2024-2025 Ph.D. Dissertation Defense To Do List

- ✓ Review Rackham's webpage [Completing the Doctoral Degree Requirements](#)
- ✓ Select Dissertation Committee Members & 2 Readers & inform Math Grad Office by: **4-6 months before Defense Date**
- ✓ Choose defense date & time with committee members, inform Math Grad Office, & create Zoom room, or request room from the [Mathematics Room Reservation Request Form](#) by: **10 weeks before Defense Date**
- ✓ Give draft of thesis to committee members by: **9 weeks before Defense Date**
- ✓ Complete [Rackham Pre-Defense](#) by: **3 weeks before Defense Date**
- ✓ Remind Readers to submit reports to Math Grad Office by: **2 weeks before Defense Date**
- ✓ Remind Committee Members to complete Rackham Thesis Evaluations by: **3 days before Defense Date**
- ✓ Defend your thesis on: **Your Defense Date (recommend at least 2 weeks prior to Rackham Requirement Deadline)**
- ✓ Complete [Rackham Post-Defense](#) submission by 5pm Eastern Time: **Rackham Requirement Deadline**

Sample Timing for a Winter 2025 Grace Period

Conferral August 15, 2025

1. Select Dissertation Committee Members & 2 Readers & inform Math Grad Office by: **2/14/2025**
2. Choose defense date with committee members, inform Math Grad Office, & [request room from Math Undergrad Office](#) by: **3/28/2025**
3. Give copies of thesis to committee members by: **4/4/2025**
4. Complete [Rackham Pre-Defense](#) by: **5/16/2025**
5. Remind Readers to submit reports to Math Grad Office by: **5/23/2025**
6. Remind Committee Members to complete Rackham Thesis Evaluations by: **6/2/2025**
7. Defend your thesis on: **6/6/2025**
8. Complete [Rackham Post-Defense](#) submission by: **6/20/2025**