**Before the defense is scheduled, your graduate coordinator will need:**

* PDF of the Thesis
* Names of all committee members
* Faculty person that has been contacted and confirmed to be the Chairperson
* Definitive date and time that all committee members have agree upon
* Name as you would like it to appear on the Diploma
* Your personal e-mail address that will be active for up to 3 months after graduation date.
* A complete address to use for commencement and diploma mailings- that will be active for up to 3 months after graduation date.
* Your ORCID