

Hello to our EECS graduate (SM/PhD) degree candidates for February 2022!

We understand that the Institute will continue to accept online theses for those on the 2/22 degree list. The Office of the Vice Chancellor issued guidelines to the departments about online thesis submission as of 3/30/2020, which continue. As follows, here we provide the EECS specific guidelines and deadlines.

You may also find the Institute Thesis Specifications to be helpful, as they go into depth about technical typing guidelines, formatting, copyright, the process for requiring a 90 day “publications/patent” hold, etc.

<https://libraries.mit.edu/distinctive-collections/thesis-specs/>

## PRE-SUBMISSION

- The final deadline for thesis submission will be Wednesday, January 26, 2022. At least one week before submitting the thesis, email Janet and Alicia the cover page, and they will make sure that it is properly formatted, or make suggestions for corrections.
- Continuing for this degree list, degree candidates **will not** need to sign the thesis, nor will the thesis supervisor(s), nor will Prof. Leslie Kolodziejki.
- The **final thesis** (please do not send us multiple versions) should be provided via email to Janet and Alicia as a pdf, named as in these examples:
  - Duarte-aaduarte-SM-EECS-2022-thesis.pdf
  - Fischer-jfischer-PhD-EECS-2022-thesis.pdf
- An additional form is required for each masters degree candidate, which is the: [SM completion form](#)
- Additional forms are required for each doctoral degree candidate, which include:
  - [PhD completion form](#)
  - pdf copy of CV/resume
  - [UMI/Proquest form](#) with one page abstract and cover page (collated as one document)
  - Receipt indicating completion of the [Institute Doctoral Exit Survey](#)
- A submitted and acceptable thesis will be acknowledged with a virtual thesis receipt, and will be put forward as part of the February 2022 EECS degree list. For students in a DUAL MASTERS DEGREE program, please submit the final thesis to your **home department** administrator, and complete and submit the EECS SM completion form, as above. We will work with the home department on the thesis submission details.

## POST SUBMISSION

Following the thesis submission, Janet will make contact with the thesis supervisor(s) to obtain a grade for the thesis, and to make certain that a successful thesis defense was held (PhD only). Students earn a letter grade for the masters, and a (S)atisfactory grade for the doctoral thesis. The grades will be attached to the J grades for 6.ThG in previous semesters.

For doctoral theses submitted early, funding will be terminated accordingly. All funding associated with Fall 2021 ends on January 15, 2022. Doctoral students submitting theses between January 16-26 will not be paid for this period.

There are separate instructions for conducting a doctoral thesis defense exclusively via Zoom.