

UNIVERSITY OF CENTRAL FLORIDA

Nanotechnology MS Graduate Program Handbook

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Together, the <u>Graduate Student Handbook</u> and your graduate program handbook should serve as your main guide throughout your graduate career. The Graduate Student Handbook includes university information, policies, requirements and guidance for all graduate students. Your program handbook describes the details about graduate study and requirements in your specific program. While both of these handbooks are wonderful resources, know that you are always welcome to talk with faculty and staff in your program and in the Graduate College.

The central activities and missions of a university rest upon the fundamental assumption that all members of the university community conduct themselves in accordance with a strict adherence to academic and scholarly integrity. As a graduate student and member of the university community, you are expected to display the highest standards of academic and personal integrity.

Here are some resources to help you better understand your responsibilities:

- Academic Honesty
- Academic Integrity Training Open to all graduate students at no cost
- Plagiarism

Curriculum

Please visit the Graduate Catalog to see the current curriculum for our program.

Thesis or Dissertation Requirements

University Dissertation Requirements

The College of Graduate Studies <u>Thesis and Dissertation page</u> contains information on the university's requirements for dissertation formatting, format review, defenses, final submission, and more. A step-by-step completion guide is also available on <u>Thesis and Dissertation Services</u> Site.

All university deadlines are listed in the <u>Academic Calendar</u>. Your program or college may have other earlier deadlines; please check with your program and college staff for additional deadlines.

The following requirements must be met by dissertation students in their final term:

- Submit a properly formatted file for initial format review by the format review deadline
- Submit the Thesis and Dissertation Release Option form well before the defense
- Defend by the defense deadline
- Receive format approval (if not granted upon initial review)
- Submit signed approval form by final submission deadline
- Submit final dissertation document by final submission deadline

Students must format their dissertation according to the standards outlined in <u>Thesis and Dissertation Webcourse</u>. Formatting questions or issues can be submitted to the Format Help page in the <u>Thesis and Dissertation Services</u> site. Format reviews and final submission must be completed in the <u>Thesis and Dissertation Services</u> site. The Dissertation Approval Form is also available in the Thesis and Dissertation Services site.

The College of Graduate Studies offers several thesis and dissertation <u>Workshops</u> each term. Students are highly encouraged to attend these workshops early in the dissertation process to fully understand the above policies and procedures.

The College of Graduate Studies thesis and dissertation office is best reached by email at editor@ucf.edu.

Financial Support

Graduate students may receive financial assistance through fellowships, assistantships, tuition support, or loans. For more information, see Funding for Graduate School, which describes the types of financial assistance available at UCF and provides general guidance in planning your graduate finances. The Financial Information section of the Graduate Catalog is another key resource.

Fellowships

Fellowships are awarded based on academic merit to highly qualified students. They are paid to students through the Office of Student Financial Assistance, based on instructions provided by the College of Graduate Studies. Fellowships are given to support a student's graduate study and do not have a work obligation. For more information, see Fellowships, which includes descriptions of UCF fellowships and what you should do to be considered for a fellowship.

Forms

- <u>College of Graduate Studies Forms and References</u>
 A complete listing of general forms and references for graduate students, with direct links, may be found here.
- Graduate Petition Form
 - When unusual situations arise, petitions for exceptions to policy may be requested by the student. Depending on the type of appeal, the student should contact his/her program adviser to begin the petition process.
- Traveling Scholar Form
 - If a student would like to take advantage of special resources available on another campus but not available on the home campus; for example, special course offerings, research opportunities, unique laboratories and library collections, this form must be completed and approved.

Useful Links

- Nanotechnology MS
- College of Graduate Studies
- Academic Calendar
- Bookstore
- Campus Map
- Counseling Center
- Financial Assistance
- Golden Rule Student Handbook
- Graduate Catalog
- Graduate Student Association
- Graduate Student Center
- Housing and Residence Life
- Housing, off campus
- Knights Email
- Library

- NID Help
- Pathways to Success
- Recreation and Wellness Center
- Shuttles Parking Services
- Student Health Services
- Thesis and Dissertation (ETD)
- UCF Global
- University Writing Center

Grad Faculty

Asterisk = has previous committee experience, which qualifies the person to serve as vice chair

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