MASTER'S GRADUATION FORM

Albert Nerken School of Engineering, The Cooper Union

Students should complete and submit this form no later than on the final day to withdraw from classes the semester they plan to graduate from the Albert Nerken School of Engineering Master's Program. For students completing in the first two weeks of the semester, the form is due with submission of your thesis review copy.

Student Name:_____ Student ID#:_____

Student Email:_____ Major:_____

I am a: ◯ Thesis Student ◯ Non-Thesis Student

I plan to complete my degree in the ◯ FALL ◯ SPRING of _____.

I plan to complete my degree in the first two weeks of the semester. ☐

Thesis Students – please complete this section:

If your advisor(s) wishes to have a hard, bound copy of your thesis, students are required to purchase this for them. Students may also choose to purchase a copy for themselves. Students are no longer required to purchase a hard copy of their thesis for the school. Copies are purchased through ProQuest, the site where you digitally archive your thesis.

I will be purchasing _____ copies of my thesis (including copies for myself.)

☐ My thesis needs to be embargoed. Date embargo can be lifted: _____
If requesting an embargo, please complete the form here: https://library.cooper.edu/engineering-theses/embargo

I wish to have a copy of my student's thesis. I do not wish to have a copy of my student's thesis.

Primary Thesis Advisor:_____ Date:_____
(Name and Signature)

I wish to have a copy of my student's thesis. I do not wish to have a copy of my student's thesis

Thesis Co-Advisor:_____ Date:_____
(Name and Signature)

Thesis and Non-Thesis Students – please complete this section:

Please complete a credit audit with your academic advisor.

The student has completed or will complete all department-required credits for their Master of Engineering degree this semester.

Academic Advisor:_____ Date:_____
(Name and Signature)

I will complete and submit my Thesis or Non-Thesis Special Project by the deadlines outlined in the Thesis Guidelines Document.

Student Name & Signature:_____ Date:_____

Have questions? Please contact Beth Slack in the Dean's Office at beth.slack@cooper.edu or 212.353.4287.
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