



## Graduating Student Check-Out Form

This form must be completed and submitted to the Graduate Student Coordinator upon graduation.

Student Name:

UTEP ID #:

Dissertation/Thesis Defense Form      Submit to Graduate School (copy to Grad Student Coordinator)

Application for Grad Degree Form      Submit to Graduate School (copy to Grad Student Coordinator)

- Lab walk-through
- Return of lab notebooks

Research Advisor Name

Research Advisor Signature

Date

Keys Returned

Access Control Shop (Key Shop)

Key Shop Staff Name

Key Shop Staff Signature

Date Returned

Survey of Earned Doctorates

Complete online (if applicable)

Forwarding Information:

Date Effective

Street Address

City

State

Zip Code

Phone #

Personal Email

Place of Employment

City, State