

Appendix B
University of Michigan
School of Music, Theatre & Dance
Department of Dance
MFA Graduation Checklist

Student Name _____

UMID # _____

Email & Phone _____

Semester/Date Thesis Concert Presented _____

Dance 699 Thesis Grade Awarded _____

MFA Thesis Chair _____

Committee Members _____

Thesis Committee Final Meeting Date _____

Graduation Date _____

Checklist

1. Verify application for graduation to begin Rackham Audit Process
2. Verify completion and submission of all Digital Thesis Project Portfolio components as detailed in handbook.* _____
Date received in Dance Office _____
3. Thesis Chair Checklist Sign-off _____
4. Director of Graduate Studies Signature _____

*(1)Contributor list; (2)Thesis paper, including correctly formatted cover page, abstract, acknowledgements, and narrative; (3)Full length video(s); (4)Photographs of costumes, set design, performance, rehearsal with photographer in file name; (5)Lighting and stage cues; (6)Program and marketing materials: flyer, poster, advertisement, press article(s), press release, program; (7)Thesis supporting documents (Thesis 1: Summer Research Proposal & Presentation, Thesis 2: Proposal & Budget, A representative grant application that was submitted for the thesis). **Please refer to handbook for formatting details.**