



OFFICE OF THE REGISTRAR

October 25, 2022

Dear Student Name, ID #,

Hope this email finds you well.

Kindly note that your application for graduation submitted for previous terms has been rolled for the Fall 2023 semester; there is no need to reapply.

If you are a master's student working on a degree **with a thesis** or a PhD student, please note the following **hard** deadlines. We regret that there will be **no exceptions** made to these [deadlines](#), so we encourage you to monitor your progress carefully:

- Thesis defense deadline: **Jan. 26, 2023.**
- [Thesis Submission to Library Process](#) deadline: **Feb. 07, 2023.**

PhD Students:

1. The [PhD Publications Clearance](#) Form and the [Thesis Form – PhD](#) must be received by Mrs. Rola Badreddine (email: rb17@aub.edu.lb), signed by your advisor, within 48 hours from the defense date.
2. [Thesis Submission to Library Process](#) must be completed **online** by the set deadlines.

Master's Students:

1. The [Thesis/Project Form – Master's](#) must be received by Mrs. Rola Badreddine (email: rb17@aub.edu.lb), signed by your advisor, within 48 hours from the defense date.
2. [Thesis Submission to Library Process](#) must be completed **online** by the set deadlines.

Please review the spelling of your English and Arabic names on your Graduation Application from your student profile using AUBSIS by clicking on the “Active” link. Your name should match the official ID/passport of the nationality that you are using at AUB. In case of any discrepancy, please send an email with the change needed to graduation@aub.edu.lb along with a copy of your legal document that proves the correct spelling.

If, for whatever reason, you are not planning to graduate in the fall, kindly let us know by sending an email to graduation@aub.edu.lb.

We wish you continued success over the fall semester.

Kind regards,
Office of the Registrar
