



## Master's Culminating Experience

**Due by the LAST DAY of the term of program completion** – final document submitted to the Registrar  
*Accuracy will avoid cancellation.*

Name (first & last) \_\_\_\_\_ Master's Program \_\_\_\_\_  
 Cal Poly Empl ID (9-digit) \_\_\_\_\_ Specialization (if applicable) \_\_\_\_\_  
 Cell Phone \_\_\_\_\_ **Culminating Experience** Project Exam Thesis  
 Non Cal Poly Email \_\_\_\_\_ **Complete the corresponding section below**  
 Cal Poly Email \_\_\_\_\_@calpoly.edu

Master's **PROJECT** Report Title: \_\_\_\_\_

Project Advisor/Committee Chair: \_\_\_\_\_

All Culminating work was completed on: \_\_\_\_\_

Date Grade Change Submitted: \_\_\_\_\_

Master's **COMPREHENSIVE EXAM**:

I certify that the above-named student satisfactorily completed the comprehensive Master's examination. A record of the examination questions and responses are being maintained by the Graduate Coordinator for this program. Note that the Chancellor's Office requires that non-thesis oral presentations be recorded.

Exam Administrator: \_\_\_\_\_

All Culminating work was completed on: \_\_\_\_\_

Date Grade Change Submitted: \_\_\_\_\_

Master's **THESIS** Title: \_\_\_\_\_

The final thesis has been reviewed and accepted by:

Advisor/Committee Chair \_\_\_\_\_ Committee Member \_\_\_\_\_

Committee Member \_\_\_\_\_ Committee Member \_\_\_\_\_

My thesis committee and I agree that the above-mentioned thesis be placed in the DigitalCommons@CalPoly repository with the following status (select one):

**Option 1:** Provide open access (worldwide distribution) to the electronic thesis. (Most fall within this category)

**Option 2:** Restrict access to the electronic thesis for a period of (select one): 1 year 3 years

Have you signed an NDA for your thesis? Yes No Reason: Patent Security Other

(If you have selected **Option 2** and/or signed an **NDA**, you will select the level of restriction when uploading your thesis to Digital Commons.)

**Student Agreement:** I certify that, if appropriate, I have obtained a written permission statement from the owner(s) of each third-party copyrighted matter to be included in my thesis. I certify that the version I submitted is the same as that approved by my advisory committee. I grant California Polytechnic State University the non-exclusive license to archive and make accessible, under the conditions specified in this form, my thesis now or hereafter known. I retain all ownership rights to the copyright of this thesis.

[Master's Thesis Templates and the Submission Process](#)

All Culminating work was completed on: \_\_\_\_\_

Date Grade Change Submitted: \_\_\_\_\_

Please acknowledge the following policies with your initial:

[Requirements/Policies](#)

<p><b>Does your <i>MyCalPoly</i> profile accurately reflect your expected term of completion?</b> The evaluation of your degree will be delayed if your graduation term is not correct. <b>To change the expected graduation term</b> as shown on your <i>MyCalPoly</i> profile, you will submit a <u>Change of Degree Completion Term – Graduate</u> form on the Registrar’s website: <a href="https://registrar.calpoly.edu/registrar_forms">https://registrar.calpoly.edu/registrar_forms</a></p>	<p><b>Correct Term of Completion on Poly Profile</b></p>	
<p><b>Have you been continuously enrolled, excluding summer term(s), since the beginning of your program?</b> The evaluation of your degree will be delayed until this requirement is satisfied. <i>(While summer is not required for continuous enrollment, students must be enrolled the term in which they graduate.)</i> Information and the <u>Registration Form</u> for a CR/NC, 1-unit course (GS 597) to satisfy this requirement, as an alternative to regular enrollment, can be found on the Graduate Education website: <a href="https://grad.calpoly.edu/policies/continuous-enrollment.html">https://grad.calpoly.edu/policies/continuous-enrollment.html</a> <b>Note:</b> You will not be able to register beyond your expected graduation term shown on your <i>MyCalPoly</i> profile. See above for changing the expected graduation term.</p>	<p><b>Continuous Enrollment</b></p>	
<p><b>Have you reviewed your Poly Profile to confirm any Report in Progress (RP) or Incomplete (I) grades have been resolved?</b> It is the student’s responsibility to confirm that all grade changes have been submitted. The evaluation of your degree will be delayed until the work in the course has been completed and the grade is changed by the instructor of record.</p>	<p><b>All Grades have been finalized</b></p>	

**The Graduate Education Office will approve and provide your document to the Office of the Registrar for the evaluation of your degree when the above criteria have been satisfied and are reflected on your Poly Profile.**

<b>Graduate Education Office Use</b>	Matriculation Term:	7-Year Limit Term:
Notes (SP, LEAV, etc):		

### Student

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

### Graduate Coordinator

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

### Dean of Graduate Education

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_