

Important Dates

Friday, April 2

- Registration required ETD review deadline - Date by which a thesis or dissertation student must submit the ETD for review to graduate at the end of the spring
- Apply to graduate deadline for spring 2021

Thursday, April 15

- Wellness day - no classes

April 16

- Final Error Free ETD Deadline

April 26nd-30th

- Last week of classes - In order that students may complete semester projects, take lab tests, and prepare for final examinations, faculty members cannot give any test or quizzes or assign any additional papers or projects during the final week of the semester. Exceptions to this policy must be approved in advance by the department head and the dean of the college involved.

April 30th

- Last day of classes.
- ETD Committee Approval Deadline - Date by which a graduate student who is expecting to graduate at the end of the spring semester must receive final committee approval of his/her Electronic Thesis/Dissertation (ETD).

May 3rd-10th

- Final examinations

May 5th

- Reading day

May 12th

- Grades are due by 5pm

May 14th-15th

- Spring commencement exercises

April 15th Resolution

Students who are given an offer of admission with support are not required to respond with their intention to attend until April 15th. Based on the CGS Resolution deadline **departments cannot require a student to give an answer prior to April 15th**. A link to the Council of Graduate Schools April 15th Resolution can be viewed [here](#).

Staff Updates

We are sad to announce that Denise Wesselow will be retiring May 2021. Her replacement, Hayley Hardenbrook, will join the Graduate School in the International Admissions Specialist position on April 12th. She comes to us from the Office of International Services and she has several years of experience working with NC State's international students. We are thrilled to have her joining us soon.

Assistantship Reminders

NextGen is now open for May 16th summer hiring actions. When starting summer actions, please remember that the May 15th auto-term job run **will run on April 28th**. This means that all modification actions must be completed by 5pm on April 28th. New hires and rapid rehires can start after April 28th without falsely inflated FTEs.

Graduating students on a F-1 visa who are currently on a research or service assistantship, may need to have their Spring semester separation date modified, prior to the auto-term job.

Summer Graduate Student Teaching - HIRING PROCESS

Graduate students teaching in the summer should be hired through NextGen using the A198 job code (account code 51311 allowed over the summer only). The flat rate position, SSW911, WILL NOT be allowed for graduate teaching positions over the summer. See pages 5 and 6 of the HRIM Summer Session Appointment Guide for more information, <https://hrim.hr.ncsu.edu/wp-content/uploads/sites/13/2016/11/Summer-Session-Instruction.pdf>.

Graduate Instructors for Summer & Fall

Please check your Summer 2021 and Fall 2021 schedules to make sure all courses have an Instructor of Record assigned. **All** courses must have a scheduled Instructor of Record and all graduate-level Instructor of Records must be 1) approved members of the Graduate Faculty, or 2) approved to teach that specific course. Both request forms can be found [here](#). Requests should be submitted as early as possible and instructors must be approved before the first day of class. You may begin submitting requests for Fall 2021 now. Requests for Summer 2021 should be submitted **now** and must be approved by **May 1, 2021**. Email any questions and all forms to gfac-nomination@ncsu.edu.

Reminder:

SIS_GRAD_INSTR_ADV_CRIS_BY_PRIF - Displays individuals who are not members of the Graduate Faculty who have been approved to teach specific graduate courses. If the specific course you want them to teach is not on this list, you must submit another Request to Teach.

Virtual Writing Retreat

Encourage Your Advisees to Sign up for the Virtual Writing Retreat May 24-28: This virtual retreat offers 5 days of dedicated writing time for graduate and postdoc trainees seeking to make progress and accountability on dissertations, theses, capstone projects, and more. Advisees can [fill out our registration form](#) or visit [our website](#) for details. Priority will be given to applications submitted before May 10. Questions? Contact Dr. Katie Homar kshomar@ncsu.edu.

Summer 2021 Industry Job Search Strategies

This module of A2i provides masters, PhDs, and postdocs with an introduction to application materials and career pathways available in industry. This module will run every Tuesday and Thursday, June 1 - June 29. Topics covered will include career exploration, corporate culture, navigating diverse career pathways, communication strategies, leadership, designing job documents, etc. Sessions will be held from 12-1 p.m. ***Register now*** to secure your spot!