

Cognitive & Information Sciences (CIS)

MS/MAW Candidacy Steps:

*These steps are only for the Cognitive & Information Sciences graduate program.

1

Complete All Required Core Courses & Program Requirements

Connect with SSHA Graduate Coordinator to review course completion and program requirements.

For Terminal Master's:

- Minimum GPA of 3.0
- Complete the 24 required units

For Masters Along the Way:

- Minimum GPA of 3.0
- Complete the required course and program requirement
- Receive a passing grade on the Integrative Review Paper

2

Complete the Advancement to Candidacy Webform

If you are advancing **ONLY** for the **Masters or MAW**, complete [MA Advancement to Candidacy webform](#).

- For Student Type: select "PhD" (only for MAW)

If you are advancing for **BOTH PhD and Masters Along the Way**, complete the [Ph.D. Advancement to Candidacy webform](#).

- To include MAW: click the MAW field on the Ph.D. candidacy form
- For MAW: This form must be processed and approved before you can move forward with your MAW graduation application.

3

Review Your MyDegree Path

Visit My Degree Path to review your degree audit. All course requirements and program requirements should be satisfied, excluding dissertation/thesis.

Connect with your SSHA Graduate Services Coordinator if your degree audit has not been cleared and satisfied.

Email ssha.grad@ucmerced.edu & jclear3@ucmerced.edu

4

Submit a Graduation Application

All students must submit a graduation application through the Office of Registrar in order to have their degree officially awarded. Please refer to Graduate Division's deadlines for the semester concurrent with the expected graduation term.

Forms: <https://registrar.ucmerced.edu/forms>

Deadlines: <https://graduatedivision.ucmerced.edu/current-students/calendar-and-deadlines>

Terminal Masters: Once your Master candidacy webform is submitted, you may submit the graduation application.

Masters Along the Way: After the MAW candidacy webform is approved and processed by the Graduate Division AND the Office of Registrar, then you may submit the graduation application.

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5

Submit Master's Degree Final Report Form

Submit the completed and signed Final Report for the Master's Degree Form to Graduate Services.

Form can be found on the Graduate Division website under "Forms".

Website: [Final Report for Master's Degree Form](#)

Email the form to: gradservices@ucmerced.edu

CC: Graduate Chair & the SSHA Graduate Coordinator

6

Review and Complete Graduation Requirements

Submit the MS/MAW requirements by the [Graduate Division's posted deadlines](#):

Option 1 – Thesis:

- a signed thesis signature page to Graduate Division (gradservices@ucmerced.edu) with your graduate chair, graduate advisor, and SSHA Graduate Services Coordinator CC'ed.
- Submit your Thesis to ProQuest

Option 2 – Capstone Project:

- a signed capstone signature page to Graduate Division (gradservices@ucmerced.edu) with your graduate chair, graduate advisor, and SSHA Graduate Services Coordinator CC'ed.
- Submit your Project to eScholars

For Master's Along the Way (MAW) only:

Option 3 – Integrative Review Paper (IRP):

- a signed signature page to Graduate Division (gradservices@ucmerced.edu) with your graduate chair, graduate advisor, and SSHA Graduate Services Coordinator CC'd.
- Submit your paper to eScholars

*Detailed resources for Thesis and Capstone Project submission guidelines can be found on [Graduate Division's Dissertation/Thesis Submission](#).