MFA Visual Studies Calendar

Spring 2024 Semester

Black text indicates important dates for all graduate students

Green text indicates important dates for 3rd year Thesis Candidates.

\*Thesis Students: be sure to enroll in the “MFA in Visual Studies- Written Thesis

Requirements- Department of Art + Design” Blackboard Course which is found

under the “community” tab.

January 8 All GA’s/TA’s report for duty; must be available for work or meetings New Student Orientation – Graduate College - REQUIRED of all NEW STUDENTS

January 9 Graduate Student Orientation/TA training (if you haven’t not completed this or have been specifically asked to go through training)

January 16 First day of semester classes

January 19 Deadline to Apply for Graduation (Students planning to complete their degree in May 2024) - apply online at My Missouri State, Academics Tab

February 1 Priority/Preferred Deadline for Fall Application to our MFA Program for new students (annual deadline)

February 1 Deadline for Thesis and Non-Thesis Funding (as well as non-thesis research)

Information can be found at <https://graduate.missouristate.edu/CurrentStudents/Funding.htm>

February 5 Have a very refined rough draft of thesis written and delivered to

Thesis Committee; schedule a meeting to review

Feb 7,8,9 MFA Thesis students must meet with Cindy Quayle and Brian Fickett

\*\*\*email Cindy to set up this meeting by January 30

February 19 (week of) Advising Appointment with Graduate Program Coordinator

February 19 Revised Written Thesis delivered to Thesis Committee; schedule

meeting to review if necessary

**\*March 1** Departmental Deadline for the final written thesis text document for thesis due to MFA Committee Chairperson from graduating MFA students (thesis students)

March 18 Thesis Book layout with image (or image placeholders) draft due to Thesis Committee

March 31 Deadline to have name listed in the Spring Commencement Program

**\*April 1** Final approval of the printed thesis book design due to MFA Thesis Committee (thesis students)

April 2 MFA Thesis students must email Cindy Quayle ([cquayle@springfiedmo.gov](mailto:cquayle@springfiedmo.gov)) final list (JPEG images, titles, sizes, medium, substrate, year) and information for labels in the MFA Thesis Exhibition at SAM

April 10 Artist Statements (approximately 200 words) as well as bio for thesis students should be emailed to [cquayle@springfiedmo.gov](mailto:cquayle@springfiedmo.gov)

April 19 Grad Reviews

First-Year Review Graduate Coordinator will distribute the materials and review forms to faculty. These will be DUE by the Friday of the previous week.

**\*April 15** Thesis deadline for Spring 2024: Last day to submit approved thesis to the Graduate College through Blackboard \*All quizzes, signed and uploaded forms need to be completed

April 29,30 9 am-4 pm; Installation of MFA Thesis Exhibition at Springfield Art

May 1-2 Museum. All work must be ready for installation with no major on-site construction.

May 3 Final MFA Thesis Exhibition touch-ups. Opening reception at Springfield Art Museum for the MFA Thesis Exhibitions

May 4 Official MFA Thesis Opening to the public at Springfield Art Museum

\*Thesis Students must schedule their Thesis Review to be held at SAM while their show is installed

May 4 Annual Frank Einhellig Graduate Interdisciplinary Forum

\*\*\*If you have received thesis funding from the Graduate College, you

obligated to participate in this.

May 10 GA duties end for the semester

May 10 Commencement

May 10 End-of-Semester Portfolio Submission/Statement DUE

*REQUIRED of ALL MFA students - digital documentation DUE for Portfolio Submission Requirement. Must be submitted and received by Graduate Coordinator by this date. See handbook for more information.*

May 13 TAs must have final grades entered by 2:00 pm

May 17 Thesis students must submit a PDF of their physical thesis books and

a “proof of payment” to their ART 799 instructor

May 26 MFA Thesis Exhibitions close at Springfield Art Museum

May 28 9 am-4 pm Deinstallation of the MFA Thesis Exhibition at the Springfield Art Museum

May 27 Studio Transition Deadline

*Studios to be vacated will be cleaned/returned to satisfactory condition by this date. New studios, if applicable, will be ready for move/transition. All equipment (computers, tools, etc.) must be returned to the office-office staff will have you sign them out. Keys must be returned to Key Control of the Art and Design Office as appropriate*

June 3 Final submission of all requirements for SP 24 Thesis

June 10 Thesis students need to deliver their copies of the printed thesis

books to main Art and Design Office. A written receipt of items by

office staff will need to be completed.

**\*\*Thesis students MUST confirm they have turned in their printed thesis to the A&D office and have successfully moved out of their studios, returning them to their original condition to be approved by Patrick Hill, before their degree is complete.**