



University of Connecticut  
School of Engineering

**CLEARANCE NOTICE**

**for Engineering and Institute of Materials Science (IMS) Students Completing a Graduate Degree**

Submission of this form, properly completed, is required of any student about to complete a graduate degree in any Field of Study listed below. Certification of completion of degree requirements is withheld until this form is received.

Aerospace Engineering  
Biomedical Engineering  
Chemical Engineering  
Civil Engineering

Computer Science  
Electrical Engineering  
Environmental Engineering  
Materials Science

Mechanical Engineering  
Metallurgy  
Ocean Engineering  
Polymer Science

**Student:** \_\_\_\_\_

**Identification Number:** \_\_\_\_\_

**Major Advisor:** \_\_\_\_\_

Please check the item below which applies to this student:

- All keys belonging to the School of Engineering and/or IMS have been returned. All property belonging to the School of Engineering, IMS or to their faculty members has been returned (e.g. books, equipment, instructional and/or research materials – including all relevant data files and numerical codes, etc.). All laboratory space has been cleared and all hazardous materials have been disposed of safely. All file storage on School of Engineering or IMS computers has been cleared and all borrowed software returned. The desk has been cleaned out and the computer has been turned over to the advisor.
- This student is completing a master's degree and is continuing on directly to pursue doctoral study. He or she is not required to relinquish keys or other School of Engineering or IMS property at this time.

**SIGNATURES:**

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Major Advisor Date

\_\_\_\_\_  
Department/Program Head Date

\_\_\_\_\_  
Director, IMS (if applicable) Date

- Original to department