## Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Office</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prof. Catherine Riegle-Crumb</td>
<td>Graduate Advisor</td>
<td>SZB 340E</td>
<td>512-475-8642</td>
</tr>
<tr>
<td>Stephen Flynn</td>
<td>Graduate Admissions Coordinator</td>
<td>SZB 436</td>
<td>512-471-3747</td>
</tr>
<tr>
<td>Jeffrey Grimes</td>
<td>Graduate Program Coordinator &amp; Course Scheduler</td>
<td>SZB 436F</td>
<td>512-232-4080</td>
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### Opportunities, Announcements & Deadlines
- Advancing to Candidacy
- Degree Plans and Checklists
- Dissertation
- Form Submission via DocuSign
- UT DocuSign Account Setup for Students
- Ph.D. Checklist
- Qualifying Examination
- Registration
- Research Methodology Requirements
- Second Year Review
- Graduate Student Profiles on the College of Education Website
- Student Protections
- Student Responsibilities
- Leaving UT: Leaves of Absence/Withdrawal/Self-Termination

**Director of Graduate Studies for STEM Education**
- Approves all master's graduation applications, post 12th class day registration changes, doctoral candidacy applications, doctoral dissertation defenses and leave of absence requests

**Principal duties:**
- Graduate Admissions Coordinator for all incoming students; graduate student academic appointments; fellowship & scholarship contact; registration assistance; course instructor surveys.

**Graduate Program Coordinator & Course Scheduler**
- Graduate coordinator for current students; degree audits, qualifying exams, programs of work and graduation, transfer courses; primary course scheduler for EDC, ALD, & STM courses; departmental contact for registration, waitlists, course restrictions, grade reporting, and website updates.