

# MS SCHEDULE

## Semester 1

- Committee Formation
  - Student selects members in consultation with advisor
- Milestones:
  - **Appointment of Graduate Student Advisory Committee Form**

## Semester 2

- 1st Committee Meeting
- Milestones (March 15 or December 15 deadline):
  - Graduate Study Plan
  - Preliminary Proposal (submitted with GSP)
    - 3-5 page document
- **Report of the Advisory Committee Form**

## Semester 3

- Formal Thesis Proposal
  - Submitted to the committee ~1 month before the meeting
- **Comprehensive Exam (Proposal Presentation)**
  - Student requests a reading list from the committee ~2-3 months before the exam
- Milestones:
  - **Report of Examination Form**
  - **Advancement to Candidacy Form** (completed no later than the semester before defense)

## Semester 4-5

- Students must maintain good standing (see guidelines for good standing)
- Milestones:
  - Annual committee meeting
  - **Report of the Advisory Committee Form** (March 15 deadline)

## Defense Semester (4-6)

- Ensure all graduate requirements are met
- Ensure registration for a minimum of 3 credits in the defense semester (including summer)
- Check the "Path to Graduation" timeline
- Application for Graduation
- The committee approved the final version of the thesis
- Defense announcement
- **Public defense & closed-door exam** with committee
- Milestones:
  - **Report on Thesis Defense Form**
  - Submit the final committee approved thesis to department chair
  - Submit a **Thesis Approval Form**