

Graduate Study Plan

Form Initiator Role: *

First Name: * Last Name: * Student ID: *

Email: * Phone: *

Degree: * Major: * Concentration:

(English, Physics, Geoscience, etc.)

(Geology, Native Arts, etc.)

Semester Admitted to Graduate Program: * Year: *

Are you an Interdisciplinary Graduate Student? *

Are you in the CNSM Program? *

CREDITS REQUIRED FOR DEGREE PROGRAM

Include all courses you will be taking through graduation.

UAF 600-LEVEL COURSES - Include thesis, project, and research credits.

NOTE: Any difference between the courses listed here and the course requirements in the catalog requires submission of a Graduate Student Petition Form.

Semester	Year	Course Dept.	Course Number	Course Title	# of Credits	Grade (Letter grade if complete asterisk* if not complete)	Add Another
* <input type="text"/> <input type="button" value="v"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	<input type="checkbox"/>

SAMPLE

Graduate Study Plan

First Name: Last Name: Student ID:

UAF 400-LEVEL COURSES - You must earn an A or B grade (no B- or P grades are allowed) in 400 level courses.

Semester	Year	Course Dept.	Course Number	Course Title	# of Credits	Grade (Letter grade if complete asterisk* if not complete)	Add Another
▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

DEFICIENCY COURSES - (Required courses that will not count toward your minimum credit requirement, i.e. 100, 200, 300 level courses)

Semester	Year	Course Dept.	Course Number	Course Title	# of Credits	Grade (Letter grade if complete asterisk* if not complete)	Add Another
▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

TRANSFER COURSES - (All other colleges or universities) You may apply post-baccalaureate degree credits that are equivalent to 400 level earned at UAF toward a graduate degree, while a non-degree student, only with approval of your graduate advisory committee, to a maximum of one-half of all credits used to meet your degree requirements. Up to one-half of all graduate degree credits approved for your program may be transferred from UAA and UAS. No more than one-third of approved program credits may be transferred from other accredited institutions outside the UA system. You must earn a minimum B grade in all graduate courses presented for transfer. Pass/Fail graded courses may not be transferred. Official transcripts must be on file with UAF.

Do you have any Transfer Courses? * ▼

SUMMARY OF PROGRAM CREDITS

All coursework for program and all other degree requirements must be satisfactorily completed within seven years for a master's degree and ten years for a PhD.

Minimum Credits REQUIRED For Degree Program (from catalog): *

YOUR TOTAL PROGRAM CREDITS

(600 level) Graduate: *

(400 level only) Undergraduate: *

TOTAL: *

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MY PROGRAM PLAN

I will complete a: *

Specific subject areas in which the student will be examined on comprehensive examination:

^
v

Preliminary title of thesis or project:

^
v

Attach detailed outline of research proposal: *

Estimate date of completion for the following:

Qualifying examination (if required)	<input type="text"/>			
Comprehensive examination	<input type="text"/>	Exam Type:	<input type="text"/>	<input type="button" value="v"/>
Advancement to candidacy	<input type="text"/>			
Completing coursework	<input type="text"/>			
Completion of first draft of thesis/project	<input type="text"/>			
Thesis or Project Defense	<input type="text"/>			

RESEARCH OR TEACHING ACTIVITIES

Research and teaching by faculty, students, and staff employed or enrolled at UAF is governed by a wide range of State and Federal regulations. These are designed to protect the health, safety, and intellectual property of researchers, the individual and collective rights of human research subjects, and the welfare of animal research subjects. Compliance with rules and regulations governing research is required of all graduate students. If you are not sure whether a particular item applies to you, contact the Office of Research Integrity at 474-7800 or uaf-ori@alaska.edu.

The planned research or teaching activities involve:

- Restrictions on publications.** If the research being conducted involves proprietary or classified information, you will not be able to include that information in your project, thesis, or dissertation without written approval from the sponsoring agency, company, or other organization. You should ascertain, in advance, whether this will be required. You may request a delay of publication of your thesis or dissertation for up to 1 year. Submit such requests to the Graduate School when the thesis or dissertation is submitted.
- Potential for Intellectual Property Disclosure.** Information on copyrighting your thesis or dissertation is available from the graduate school. Depending on the source of funds supporting your research and your use of university facilities, your copyright and patent rights may be limited or shared. Most funding agencies will provide you with specific policy information on request. However, you should not share any information about a potentially patentable idea with any agency or company, nor publish the information, without consulting with UAF's intellectual property office first. Public disclosure of the idea will void your patent rights. Information on UAF policies can be obtained from the Intellectual Property/Tech Transfer Office. <https://uaf.edu/oipc/disclosure/index.php>
- Potential for Program Income.** Depending on the source of funds supporting your research and your use of university facilities, your ability to obtain income as a result of your research may be limited or shared. Most funding agencies will provide you with specific information on request. Information on UAF policies can be obtained from the Intellectual Property and Commercialization Office. <https://uaf.edu/oipc/>
- Human Subjects.** <https://uaf.edu/irb/>
- Vertebrate Animals.** All graduate students whose research or teaching involves live vertebrate animals must complete the online course "Ensuring the Responsible Use of Animals in Research and Teaching." Available at <https://www.uaf.edu/iacuc/>
- Biohazards.** <https://www.uaf.edu/ibc/>
- Chemical Use.** Requirements identified in the UAF Chemical Hygiene Plan (CHP) must be met. The UAF CHP is located under Industrial Hygiene at www.uaf.edu/safety/. Contact your department Chemical Hygiene Officer, Lab Manager or UAF EHS-RM 6771 or 5487 for

assistance.

* **Radioactive Materials.** Contact: Thaddeus Williamson - UAF H&ES/RM: twilliamson@alaska.edu

* **Museum Specimens.** If the student's research will be generating specimens of potential value to the University of Alaska Museum's Research Collections (bird, fish, invertebrate, mammal, plant, fossil, archaeological, ethnological, etc.) contact the appropriate curator or curators: <http://www.uaf.edu/museum/collections/>. <http://www.uaf.edu/museum/collections/>

Initiator Signature

Date

Student Signature

Date

SAMPLE

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Please enter the contact information for the required form participants below.

How many Committee Members are required to sign this form? *

Committee Chair/Co-Chair First Name: * Last Name: * Email: *

Department Chair First Name: * Last Name: * Email: *

Graduate Coordinator First Name: * Last Name: * Email: *

APPROVED BY GRADUATE COORDINATOR, ADVISORY COMMITTEE MEMBERS, DEPT. CHAIR, DEAN, AND DIRECTOR

Graduate Coordinator Comments:

Graduate Coordinator Signature Date

Role: *

Committee Chair/Co-Chair Signature Date

Department Chair Signature Date

Graduate School Processing: Added to DegreeWorks

Graduate School Processing Comments:

Graduate School Processing Signature Date

GRADUATE SCHOOL | PO BOX 757560 FAIRBANKS, AK 99775-7560 | TEL: 907-474-7464
FAX: 907-474-1984 | EMAIL: uaf-grad-school@alaska.edu | 202 EIELSON BUILDING

Initiator Signature _____ Date: _____