

Degree Requirements

- 30 hrs of approved courses in Biological Sciences
 - 6 hrs of Thesis (GBIO 770)
 - two hours of Seminar (GBIO 691) with a B or better
 - min 12 hrs in 600+ courses (or 50% of the total course load)
 - not more than 10 hrs of transfer credit
 - not more than 2 hrs of Research Problems (GBIO 660)
 - All credits earned must be completed within 6 yrs
- A cumulative GPA of 3.0 in all graduate work pursued up to 6 hrs with a C or better
- Passing the written entrance exam in the first semester and the oral comprehensive exam in the second semester.
- Attendance at departmental seminars
 - Those given by visiting speakers, thesis defenses, and other public seminars
- An acceptable thesis demonstrating both independent research and competency in scholarly exposition.
- Oral defense of the thesis.
- Recommendation for the degree by the student's thesis committee, Graduate Coordinator, Department Head, and Graduate Dean.
- Completion of necessary paperwork
 - Degree Plan
 - Application for Candidacy
 - Application for Graduation

Grade Requirements, Probation, and Suspension

- Graduate students are expected to maintain a 3.0 GPA
- A student whose semester GPA is below 3.0 will be placed on probation
- Probation status will be retained as long as the student's cumulative GPA is below 3.0
- A student on probation may not enroll in graduate courses for Pass/Fail and must achieve a 3.0 semester GPA during the next semester of enrollment (including the summer term) or be suspended from graduate studies
- Application for readmission may be made after one semester of suspension by submitting the appropriate form (available from the Graduate Coordinator) to the Dean of Research and Graduate Studies
- After a second suspension, the student must wait one calendar year before applying for readmission
- A third suspension results in final expulsion from the program without possibility for reapplication.

Major Steps and Target Dates

These steps apply to all graduate students intending to complete a degree. Any student with financial support from the department, regardless of the student's status, will follow this timetable. More details about the exams follow the concise timetable.

Apply for admission: Degree-seeking students must apply to the Department of Biological Sciences (see Applying). Acceptance into graduate school does not automatically assure acceptance into the graduate program in Biological Sciences. Departmental application deadlines are 1 December (to begin in the spring) and 1 February (to begin in the summer or fall). Applications submitted after these deadlines may be considered for acceptance on a case-by-case basis; however, late submissions potentially will not be considered until after the beginning of the following semester.

Take the preliminary written examination - About two weeks into the first semester, all new graduate students are required to take the preliminary written exam described below. The date for the exam will be announced by the Graduate Coordinator during the first week of the semester. All students must take the exam at this time.

Name Major Professor - No later than the end of first semester, students must name their major professor. Students who are undecided should see the Graduate Coordinator well before the end of the first semester.

Name other committee members - The rest of the student's Thesis Committee should be named by the end of the first semester of enrollment.

Meet with Thesis Committee to:

- File Proposed Degree Plan - prior to enrollment for the second semester (form available from the Graduate Coordinator). One original copy of this form will stay with the Graduate Coordinator, the other will go the Graduate Dean.
- Submit Thesis Proposal - no later than the end of second semester (guidelines available from Graduate Coordinator).

Take Oral Examination - No later than the end of the second semester, the student must take the oral exam (see below for details). If necessary, students not setting a date by the end of the second semester will have a date set for them by the Graduate Coordinator. Note that the student is responsible for notifying his/her committee and the Graduate Coordinator of the proposed date well in advance. The date must be approved by the committee and the Graduate Coordinator before the exam can be scheduled.

Complete all course requirements and correct all deficiencies.

Serve as a TA for at least one class for at least one semester - All students, regardless of their financial support, must spend at least one semester in the classroom as part of their graduate training. This does not necessarily require a full-time TA position. It is up to the Thesis Committee to document, in advance, how this requirement will be met for students not working as TAs for the department.

Complete thesis research.

Apply for graduation. Forms for this purpose are available from the Office of Research and Graduate Studies. Deadline dates are early September for fall graduation, early February for spring graduation. A \$10 diploma fee must also be paid. This fee is non-refundable if the student does not graduate as planned.

Submit thesis to committee for review. You must allow ample time for revisions. In practice, you will find that you will need at least three months to write your thesis and have it reviewed by your committee. Six months is much more likely.

Complete final version of thesis.

Schedule Thesis Defense (see below for details).

Submit three approved (signed) final copies of the thesis to the Office of Research and Graduate Studies. At this point you must have paid your binding fee (see 15). Theses are due no later than the Monday of finals week each semester.

Bind thesis according to Research and Graduate Studies protocol.

In practice, the best way to make sure that all the administrative details are followed correctly is to talk to students that have recently finished. Stay informed. It is entirely possible that some detail can thwart graduation for a semester.