Program Graduation Checklist
Ph.D. in Biomedical Sciences
(Rev. 7/20/2016)

Checklist for Year 1

- Attend required departmental seminars for fall and spring semester
- Complete at least 2 lab rotations and submit lab rotation summaries
- Select major professor by the end of 1st spring semester
- Complete required coursework with overall GPA ≥ 3.0
- Select supervisory committee by end of 1st summer semester
- Complete annual evaluation signed by committee by March 30

Checklist for Year 2

- Attend required departmental seminars for fall and spring semester
- Register for elective coursework during the fall and spring semester with overall GPA ≥3.0
- Complete annual evaluation signed by committee by March 30
- Register and complete Preliminary Doctoral Examination IHS 8960(written component)

Summer Semester

Checklist for Year 3

- Attend required departmental seminars for fall and spring semester
- Finish elective coursework with overall GPA ≥3.0
- Register and complete Proposal Development IHS 5503 in spring semester
- Admission to candidacy departmental approval by supervisory committee. Submit Departmental Candidacy Approval Form, signed by Supervisory Committee, to Program Office upon completion and passing of dissertation proposal defense.
- Complete annual evaluation signed by committee by March 30

Checklist for Year 4 and 5

- Attend departmental Seminars for fall and spring semester
- Register for Dissertation Research (need minimum of 24 hours before graduation)
- Thesis, Treatise, Dissertation Research Approval Form must be submitted before the graduation registration deadline, in the semester you plan to graduate.
- Must have a manuscript submitted to a peer-review journal accepted for publication
- Complete annual evaluation signed by committee by March 30
- Present a seminar on dissertation research
- Present research at a national scientific meeting (poster or oral)
- Register for Graduation during the semester you plan to defend your dissertation
- Department notification of successful Dissertation defense