CHECKLIST OF REQUIREMENTS FOR COMPLETION OF THE M.S. BIOLOGY PROGRAM - 2 YEAR TIMETABLE

COURSEWORK:
- Minimum of 30 credit hours
- Maximum of 9 credit hours of 5xx7 courses apply toward degree (courses co-listed with an undergraduate section)
- Maximum of 9 total for credit hours combined of Independent Study (5900) or Research in Biology (5910)
- Required courses: total of 15 credit hours
  - BIOL 5600 Bibliographic Research (1 hour)
  - BIOL 5500 Biometry (3 hours)
  - BIOL 5700 Seminar X2 (must enroll for two semesters minimum) (2 hours)
  - BIOL5960 or HSCI 5960 Thesis (3 hours)
  - At least two of the following: BIOL 5100, 5200, 5300, 5400 "Topics in..." (6 hours)
    - BIOM concentration students may substitute BIOM 6010 or 6020 for one of the BIOL “Topics in...” courses above
- Supervised Experience courses BIOL 5019, 5029 and 5039 are NOT INCLUDED in course work hours toward the completion of degree requirements.

SEMMESTER ONE:
- completed event
  - BIOL 5600, Bibliographic Research
  - Select Advisory Committee & obtain approval by Graduate Coordinator
  - Advisory committee meeting to discuss and outline course of study, approve prospectus, and evaluate student progress
  - Complete Student Progress Report by Feb. 1 - submit to Graduate Coordinator

SEMMESTER TWO:
- completed event
  - BIOL 5500, Biometry
  - Present first seminar (take BIOL 5700) - discuss prospectus
  - Advisory Committee meets to evaluate student progress
  - File Candidacy (must have completed 9 credit hours), Program of Study, and Committee Approval Forms with the School of Graduate Studies
  - Copies of Candidacy, Program of Study, and Committee Approval Forms submitted to Graduate Coordinator
  - Complete Student Progress Report by July 1 – submit to Graduate Coordinator
SEMESTER THREE:

- Advisory Committee meets to plan qualifying exam and evaluate student progress
- Student takes Qualifying Exam (must be completed at least one semester prior to graduation)
- Major Professor sends student letter informing of results of qualifying exam, copy of letter is submitted to Graduate Coordinator
- Complete Student Progress Report by Feb. 1 – submit to Graduate Coordinator

SEMESTER FOUR: check current semester calendar for appropriate deadlines

- BIOL 5700 Seminar
- Intent to Graduate Form filed with School of Graduate Studies
- Copy of Intent to Graduate Form submitted to Graduate Coordinator
- BIOL 5960 or HSCI 5960, Thesis
- Preparation of thesis manuscript
  - First draft completed with Major Professor input and approval
  - Advisory Committee reviews thesis
  - Thesis is edited and resubmitted to committee
- Notification of Oral Defense is scheduled with the School of Graduate Studies (at LEAST ten day's notice is required, and a location must be identified and reserved prior to notification of the School of Graduate Studies)
- Oral Defense
- Oral Defense Form and Thesis course grade submitted to School of Graduate Studies
- Copy of Oral Defense Form submitted to Graduate Coordinator
- Major Professor and Advisory Committee members sign Manuscript Review Form for Electronic Theses (Thesis Approval)
- Copy of Manuscript Review Form submitted to Graduate Coordinator
- Final draft of thesis submitted to School of Graduate Studies (electronically)
- Graduation fees paid, copy of receipt sent to School of Graduate Studies

NOTE:
- If Thesis is not completed during the semester in which student is enrolled in Thesis 5960, the student must subsequently enroll in BIOL 5990 or HSCI 5990 (Readings and Research) every semester until the thesis is submitted.
- The program MUST be completed within 5 years of initial enrollment.