

## Biology PhD Timeline

### Year One

#### First Semester

- Take BIO 600: Biology Graduate Student Orientation (2 credits) & other courses for a total of at least 9 credit hours.
- Take core and topical courses as appropriate.

#### Second Semester

- Your major professor and advisory committee should be formally appointed by the Graduate School after the completion of 18 credits of coursework (after the Spring semester). This will require completion of the "Doctoral Advisory Committee Request" form.
- Continue to be enrolled in at least 9 credit hours.

#### *Helpful Tips....*

- Start Applying for fellowships now.
- Attend Departmental Seminars and Graduate Student Seminars.
- Prepare for unpaid time in the summer, start an allotment to save money for 12 weeks of summer.

### Year Two

- Complete first committee meeting by the end of Fall semester.
- Full-time course load (at least 9 hours).
- Attend Departmental Seminars and Graduate Student Seminars.

### Years 3

#### Preparing for your Qualifying Exam

- At a minimum, you must complete the equivalent of two years of coursework (36 graduate credit hours) to be eligible to sit for the qualifying examination. QE must be completed before the start of year 4 unless written approval has been granted by the DGS.
- Consult the Qualifying Exam Procedures Document
- If no additional course work is needed, register for BIO 757 the semester of your QE – 2 credit hours counts as full-time.
- Attend Departmental Seminars and Graduate Student Seminars.

#### *What if I don't pass the qualifying exam?*

1. You may retake the exam one time. The second exam must be scheduled no sooner than 4 months after and no later than one year after the date of the first examination.
2. Pursue an MS-A (Thesis Master's) or an MS-B (Coursework Master's). Contact the DGS as soon as you are considering either of these options.

### Years 4+

#### Dissertation Research and Preparing for your Final Defense

- Register for BIO 767 each semester. REGISTER UNDER YOUR ADVISOR'S SECTION.
- Attend Departmental Seminars and Graduate Student Seminar.
- Schedule at least one committee meeting each year.
- Apply for degree via myUK
- Prepare for your exit seminar
- At least 8 weeks before exam: submit notification of intent with the Graduate School.
- At least 4 weeks before exam: Submit dissertation to committee for review and approval.
- At least 2 weeks before exam: Schedule exam with the Graduate School after committee approves dissertation.
- Submit the final copy of your dissertation to the Graduate School within 60 days of the exam

