

## Biology Graduate Program Timeline

### Year One

#### First Semester

- Find an advisor
- Take BIO 770 Seminar in BIO: Biology Graduate Student Orientation & other courses for a total of at least 9 credit hours.

#### Second Semester

- Form advisory committee and Schedule first committee meeting
- Your major professor and advisory committee should be formally appointed by the Graduate School during your first year in the program. 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.

Prepare for unpaid time in the summer, start an allotment save money for 12 weeks of summer.

### Year Two

- Second committee meeting
- Full-time course load (at least 9 hours)
- Attend Departmental Seminars

### Years 3 and 4

#### **Preparing for your Qualifying Exam**

- At a minimum, you must complete the equivalent of two years of residency (36 graduate credit hours) to be eligible to sit for the qualifying examination
- At least 2 weeks before exam: Schedule exam with the Graduate School
- Pre-register for BIO 767 – 2 credit hours counts as full-time.
- Attend Departmental Seminars

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

1. If your advisory committee allows it, you may retake the exam one time. The second exam must be scheduled no sooner than 4 month after and no later than one year after the date of the first examination.
2. Pursue an MA-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 5 and 6

#### **Preparing for your Final Defense**

- Continue to register for BIO 767 each semester. REGISTER UNDER YOUR ADVISOR'S SECTION.
- Continue to register for BIO 770, at least two after Qualifying Exam.
- Attend Departmental Seminars
- Schedule 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.