

Department of Biological Sciences

University of Idaho

Graduate Student Checklist

See next page for names of forms

Ph.D. – Doctor of Philosophy

- ____ 1. Appointment of Major Professor and/or Committee (Due at the end of the 1st semester)
- ____ 2. Study Plan (Due at the end of the 2nd semester)
- ____ 3. Pre-Dissertation Defense (Due at the end of the 3rd semester)
- ____ 4. Written Preliminary Examination (Due at the end of the 5th semester)
- ____ 5. Oral Preliminary Examination (Due at the end of the 5th semester)
- ____ 6. Final Dissertation Defense (Due at the end of the program)
- ____ 7. Colloquium (Due at the end of the program)

MS – Master of Science

- ____ 1. Appointment of Major Professor and/or Committee (Due at the end of the 1st semester)
- ____ 2. Study Plan (Due at the end of the 1st semester)
- ____ 3. Pre-Thesis Defense (Due by the end of the 8th week of the 2nd semester)
- ____ 4. Final Thesis Defense (Due at the end of the program)
- ____ 5. Colloquium (Due at the end of the program)

MNS – Master of Natural Science

- ____ 1. Appointment of Major Professor and/or Committee (Due at the end of the 1st semester)
- ____ 2. Study Plan (Due at the end of the 1st semester)
- ____ 3. Major Paper (Due at the end of the program)

_____ 4. MNS Oral (Due at the end of the program)

The following forms are included in this section or may be obtained in the main office (Life Sciences Room 252), or the College of Graduate Studies Office (*COGS*) or downloaded from the *COGS* web site.

1. Appointment of Major Professor and/or Committee Form (Ph.D., MS, MNS) *COGS form*
2. Study Plan Form (PhD, MS, MNS) *COGS form*
3. Study Plan and Committee Change Form (PhD, MS, MNS) *COGS form*
4. Pre-Thesis/Dissertation Defense Announcement Form (PhD & MS) *Dept. form - pick up in Main Office*
5. Report of Pre-Thesis/Dissertation Examination Form (PhD & MS) *Dept form – copy included in this section*
6. Oral Preliminary Announcement Form (PhD) *Dept. form -pick up in Main Office*
7. Report of Preliminary Examination and Advancement to Candidacy Form (PhD) *COGS form*
8. Final Thesis/Dissertation Defense Announcement Form (PhD & MS) *Dept form - pick up in Main Office*
9. Colloquium Announcement Form (PhD & MS) *Dept form -pick up in Main Office*
10. MNS Oral Announcement Form (MNS) *Dept form – pick up in Main Office*
11. Non-Thesis Requirement Report Form (MNS) *COGS form*
12. Request to Proceed with Final Defense Form (PhD & MS) *COGS form*. **Please note:** Ph.D students must submit this form to the College of Graduate Studies **at least 10 working days** in advance of the defense in order to advertise it legally as an official “open meeting.”

The following form may be obtained from the College of Graduate Studies after submission of the Request to Proceed with Final Defense of Thesis/Dissertation Form:

1. Report of Final Defense Form (PhD & MS)

Important note: Before submitting forms to the College of Graduate Studies, please make sure the main office makes a copy of the form for your file.