

Biological Sciences Graduate Student Handbook

University of Alabama, Department of Biological Sciences Graduate Timeline Checklist, Plan II Master's

Student name: _____ Date entered program: _____

Timeline:	Degree Requirement:	Date Completed	Advisor Initials	Form to be filed:	Link to form:
Year 1-					
Prior to 1 st annual review	Research rotation(s) (optional)			none	
Prior to 1 st annual review	Research mentor chosen			none	
Prior to 1 st annual review	Thesis advisory committee chosen			APPOINTMENT OR CHANGE OF MASTER'S THESIS COMMITTEE	http://www.graduate.ua.edu/academics/forms/committee_thesis.pdf
Prior to Feb. 28 th	First annual evaluation			Major advisor submits written evaluation to Department Chair	
After completing 12 graduate credit hours	Admission to candidacy			ADMISSION TO CANDIDACY FOR THE MASTER'S DEGREE	http://graduate.ua.edu/academics/forms/candidacy_ms.pdf
Complete by end of 2 nd semester	Master's research proposal				
Year 2-					
Complete by end of third semester	Comprehensive exam			MASTER'S EXAM FORM	http://graduate.ua.edu/academics/forms/exam_ms.pdf
First week of fourth semester ^{1,2}	Submit Application for Degree to Graduate School			APPLICATION FOR DEGREE	http://graduate.ua.edu/academics/forms/degree_app.pdf
Prior to Feb 28 th	Second annual evaluation			Major advisor submits written evaluation to Department Chair	
Complete by end of 4 th semester	Coursework			none	

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At least 2 weeks prior to oral defense	Submit Research Experience Report to M.S. Advisory Committee			none	
Complete by end of second year	Formal Departmental Seminar and Defense				

¹Application for Degree must be submitted to the Graduate School during the first week of the semester in which the student will graduate.

²For current year Graduate School deadline dates go to: <http://graduate.ua.edu/calendar/index.html>