

Forms Required During Each Year of PhD Program

Year One	Year Two	Year Three - Graduation
<p>September:</p> <ul style="list-style-type: none"> - Rotation 1 Choice Form <p>October:</p> <ul style="list-style-type: none"> - Rotation 2 Choice Form <p>December:</p> <ul style="list-style-type: none"> - Rotation 3 Choice Form <p>February:</p> <ul style="list-style-type: none"> - Final Lab Choice Form - Advisor/Advisee Agreement <p>April:</p> <ul style="list-style-type: none"> - Create/submit Plan of Study - DSYR <p>May:</p> <ul style="list-style-type: none"> - Signed Summer GFA Letter 	<p>August:</p> <ul style="list-style-type: none"> - Signed Fall GFA letter <p>December:</p> <ul style="list-style-type: none"> - Signed Spring GFA letter <p>April:</p> <ul style="list-style-type: none"> - Review/update Plan of Study - DSYR <p>May:</p> <ul style="list-style-type: none"> - Signed Summer GFA Letter <p>During Spring Semester:</p> <ul style="list-style-type: none"> - Nomination of Doctoral Committee Form - Record of PhD Candidacy Examination Packet: <ul style="list-style-type: none"> ○ Record of Candidacy Exam Form ○ Candidacy Exam Evaluation Rubric ○ CITI Training Completion Report 	<p>August:</p> <ul style="list-style-type: none"> - Signed Fall GFA letter <p>December:</p> <ul style="list-style-type: none"> - Signed Spring GFA letter <p>April:</p> <ul style="list-style-type: none"> - Review/update Plan of Study - DSYR <p>May:</p> <ul style="list-style-type: none"> - Signed Summer GFA Letter <p>After Presenting at Biology Seminar Each Year (Fall or Spring):</p> <ul style="list-style-type: none"> - Record of Annual Thesis Committee Meeting

Final Semester of Program

Before Defending	After Defending
<ul style="list-style-type: none"> - Review/final updates to Plan of Study - Review Doctoral Committee Members (<i>any changes to the committee must be approved by OGE before defense</i>) - File degree application on SIS 	<ul style="list-style-type: none"> - Record of Dissertation Exam Form - Declaration of Co-Contribution Form - Survey of Earned Doctorates - Graduate Student Exit Survey - Upload dissertation to ProQuest