STUDENT AND ADVISOR CHECKLIST

Name of Student: | Banner ID: | Date Entered Program:

A. **First Year**

- Meetings with Faculty Members
  - Date Completed:
- Temporary Advisor
  - Name:
- Research Internships
  - First Rotation:
  - Second Rotation:
  - Third Rotation:
- Selection of Dissertation Advisor
  - Name:

B. **Second Year**

- Formation of Graduate Advisory Committee
  - Date Approved:
- Program of Study
  - Date Approved:
- Doctoral Candidacy Examination
  - Date Passed:
- Submission of Dissertation Research Proposal
  - Date Approved:

C. **Third and later years**

At least two Graduate Advisory Committee meetings per year (Documentation in the form of a memorandum from the Graduate Advisor to Graduate Program Committee and copies to members of the Graduate Advisory Committee.)

**Dates:**

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**Teaching Requirement**

Date Completed: ______________________

**Dissertation**

- Completion of Research
  - Date Approved by GAC:
- Submission of Letter to Graduate School
  - Date Sent:
- Final Draft of Dissertation
  - Date approved by GAC:
- Defense of Dissertation
  - Date Passed:
- Submission of Final Dissertation (signed by GAC)
  - Date:
- Submission of All Final Letters and Forms
  - Date: