

## MS Student Progress Checklist – Thesis Option

Advisors use this checklist to guide student program progress. At completion, the Advisor should keep a copy and give the original to the Graduate Coordinator. The Coordinator's signature in the Completion of Thesis Research section confirms that a student has completed the MS.

Student \_\_\_\_\_

Matriculation attained (date) \_\_\_\_\_ Degree candidacy attained (date) \_\_\_\_\_

### Committee Composition

The Advisor and at least two other Committee members must be from the department.

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Attach any deficiencies/prerequisites to full matriculation.

### Approval of Thesis Proposal (BIO 608)

*Signatures indicate that the committee has approved the proposal*

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

### **Completion of Thesis Research (BIO 609)**

The student successfully completed the research necessary to write the thesis.

*Signatures indicate completion and that a grade will be given*

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

### **Thesis Defense Outcome (BIO 610)**

Student \_\_\_\_\_ Defense date \_\_\_\_\_

The student has successfully defended a thesis to the Committee *entitled*:

Committee members in attendance:

The defense normally results in one of the following outcomes:

1. If only minor changes are suggested to improve the thesis, the Committee may decide to leave the responsibility for making the changes with the Advisor. When satisfied, the Advisor signs the thesis, and forwards it to the Committee members for their signatures.
2. If any Committee member requests major changes, then the changes must be addressed in consultation with the Advisor and Committee. Signatures are then secured as before.
3. If a majority of the Committee feels that either the thesis is inadequate, or that the student showed a consistent lack of understanding of questions asked in the defense, recommendations for more research, courses, or readings may be made by the Committee.

Attach any outcomes of the defense, including specific requirements which must be met by the student, and indicating a probable date of completion of the thesis.

*Signature signifies completion*

Advisor \_\_\_\_\_ Date \_\_\_\_\_