

GRADUATE STUDENT CHECKLIST
Department of Geosciences, MSU

Name _____ University I.D. # _____
Semester that M.S. studies began _____
Date of expected graduation _____

This checklist is organized according to a suggested schedule for an M.S. student with background in Geosciences. Certain items below may be delayed slightly because of background coursework required of the students. Please complete the following as thoroughly as possible, and check off all items that are pertinent. **Also, be sure to attach this form to the Semester Report.**

First semester:

- taken BAT (Background Assessment Test) when? _____ waived
- selected foreign language/statistical skills track
which one? foreign language statistics
- major professor:
 thesis track non-thesis track
- other graduate committee members:
 initiated research background reading
- tentative research topic:
 submitted semester report....when?

Second semester:

- presented thesis proposal.....when?..(or anticipated when?)
or NON-THESIS TRACK: taken GR 8993 Research Methods
- enrolled in GR 8542 (Geographic Literature) or GG 8572 (Geologic Literature)
- enrolled in seminar course (GG 8561)
- presented research findings
 in seminar/lit course (GG 8561/GR8542/GG8572)....when?
 at professional meetings....which, when, & where?
- submitted semester report....when?

Third semester:

- thesis research & data analysis ongoing (GG 800X or GR 800X hours)
- submitted semester report....when?

Fourth semester:

- finished (or finishing) requisite coursework as outlined in Program of Study
- outlined detailed plans for graduation
- THESIS TRACK: set target dates with advisor and Graduate Coordinator for submission of thesis drafts, thesis defense/oral comprehensive exams, and submission of thesis to the Office of Graduate Studies (see Appendix B)
DATE of scheduled thesis defense:
- NON-THESIS TRACK: set target dates with advisor and Graduate Coordinator for final committee meeting/oral comprehensive exams
DATE of scheduled final committee meeting:
- submitted semester report....when?