

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	Advisory committee chosen			APPOINTMENT OF MASTER'S PLAN II COMMITTEE FORM filed with Department Office	http://bsc.ua.edu/forms-for-graduate-students
Prior to Dec. 15th	First annual evaluation			Major advisor submits written evaluation to Department Chair	
Complete by end of 2 nd semester	Master's research proposal				
Year 2-					
First week of fourth semester ^{1,2}	Submit Application for Degree to Graduate School			APPLICATION FOR DEGREE	http://bsc.ua.edu/forms-for-graduate-students
Prior to Dec. 15th	Second annual evaluation			Major advisor submits written evaluation to Department Chair	
Complete by end of 4 th semester	Coursework			none	
At least 2 weeks prior to oral defense	Submit Research Experience Report to M.S. Advisory Committee			none	

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Mid November for December Grad. ²	Document Completion of Degree Requirements			COMPLETION OF REQUIREMENTS FOR THE PLAN II M.S. DEGREE DOCUMENTATION FORM – submit to Department Office	http://bsc.ua.edu/forms-for-graduate-students
Early April for May Grad. ²					
Mid July for August Grad. ²					
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/>.