



Department of Crop and Soil Science
Degree Completion Steps and Timeline - PhD Students

Degree Completion Steps	Deadlines
<i>Recommended Timing: Year 1</i>	
Choose committee members and declare major field of study, and minor and/or option, if desired	<ul style="list-style-type: none"> • With master's degree - before the completion of two terms. • Without master's degree - before completing five terms.
Select Graduate Council Representative for your committee using GCR Generator Tool	
Develop research plan	
Hold preliminary committee meeting	
Submit Program of Study to the Office of Graduate Education	
Complete GRAD 520 Research Ethics	Before final oral exam
Present first research-plan seminar	Recommended - Spring term of first year of study (if Fall term start)
Complete transfer credit request (if applicable)	Before the end of first year of study
<i>Recommended Timing: Year 2</i>	
Complete Teaching Practicum	Before final defense
Complete Written Research Examination	Must be taken before the end of fall term in the third year.
Complete Oral Prelim Exam	Must be taken before the end of fall term in the third year and within six months of passing written exam
<i>Recommended Timing: Years 3-4</i>	
Present second seminar	At least six months prior to final defense
PBG Option Only - Present third seminar	Before final defense
Complete required coursework	Before final defense
Schedule final oral exam with Office of Graduate Education	At least two weeks before the desired final oral exam date
Apply for Graduation	At the start of the term you plan to graduate, or sooner if you are participating in commencement.
Distribute a copy of your thesis to your committee and email the pretext pages of your thesis to the office of graduate education.	At least two weeks before final oral exam
Successfully complete your final exam.	Typically within 3-4 years of start of program. Note: At least one term must elapse between the time of the preliminary oral examination and the final oral examination.
Complete your edits and upload your final dissertation to ScholarsArchive.	Within six weeks of your final oral exam. Note: <ul style="list-style-type: none"> • To graduate in the same term as your final exam: upload by the last day of the term. • To graduate in the following term without having to register, upload before the first day of the following term.
Schedule exit interview with Department Head	Within four weeks of your final exam