

### PHD TIMELINE

Milestones		Timeline
1.	Interim Guidance Committee formed	On admission.
2.	Complete a formal mentoring plan and course of study form with your faculty advisor. Complete the Responsible Conduct of Research requirement.	By the end of the first academic year.(second semester)
3.	Pre-Candidacy Examination Committee approved by the Associate Dean.	By the end of the 3 <sup>rd</sup> academic semester.
4.	Schedule and pass the Pre-Candidacy Exam. A Pre-Candidacy Examination Report is completed by the Committee and if approved submitted to the School Registrar in the Office of Academic Programs. A short prospectus should be submitted with the report so the Advancement to Candidacy form can be submitted to OARD. The Registrar will complete this form and get the necessary approvals.	By the end of the second academic year. (fourth semester)
5.	Dissertation committee formed, dissertation proposal approved by committee and subsequently approved by SEAS Associate Dean for Academic Affairs	By end of fifth academic semester.
6.	Dissertation Committee meets and submits the PhD. Student Annual Progress Report form to the Office of Academic Programs	Annually after third year.
7.	Schedule the Dissertation Defense	By the end of the fifth academic year. (tenth semester)
7a.	Hold a preliminary meeting of the full committee to ensure that the expected final dissertation content and quality are consistent with faculty expectations	At least 8 weeks before defense is scheduled.
8.	Register for required Pre-Defense review with Rackham	At least 3 weeks before Oral Defense
9.	Fulfill requirement of Pre-Defense meeting	At least 10 working days prior to Oral Defense
10.	View Wolverine Access 3 days prior to the oral defense to confirm that Dissertation Evaluations have been received from ALL committee members	At least 3 days prior to defense.
11.	The candidate prints the Final Oral Report to take to the defense.	After all evaluations are submitted to OARD.
12.	Pass the Dissertation Defense. NOTE: The student MUST be enrolled in 8 credits of EAS 995 during the term of the defense.	
13.	Verify with Chair that he/she has submitted the Final Oral Exam Report to OARD.	
14.	Complete any changes, corrections, or revisions to your Dissertation as required.	
15.	Verify that Chair has submitted the Certificate of Dissertation Committee Approval	
16.	Register for Post-Defense meeting with Rackham OARD complete the Survey of Earned Doctorates and apply for graduation on Wolverine Access.	
17.	Complete online submission of the final dissertation (PDF) and abstract (text only). Note that revisions and re-submission may be required. Once OARD has approved the submission, no changes or corrections may be made to the dissertation. Follow up with any additional outstanding requirements. All requirements must be submitted and approved by Rackham no later than 5pm on the deadline day.	