

Student Name: \_\_\_\_\_

PUID: \_\_\_\_\_

***Ph.D. Checklist and Timeline***

Requirements	Estimated Start Date	Estimated Finish Date	Completed
<b>Register for Classes (each semester)</b> Meet with your advisor to choose courses for advanced registration. Register for classes using <a href="http://www.mypurdue.purdue.edu">http://www.mypurdue.purdue.edu</a> . Register early to avoid the \$200.00 late registration fee.			
<b>Register for Research Hours (699)</b> Consult with your major professor.			
<b>Plan of Study</b> Submit an electronic plan of study during the second semester. The plan of study approval process can be lengthy, so submit your plan as early as possible. For guidelines, see <a href="http://www.education.purdue.edu/gradoffice/currentst/pos.html">http://www.education.purdue.edu/gradoffice/currentst/pos.html</a> .			
<b>Request for Prelim Exam (submit 3 weeks prior to exam date)</b> Graduate School Form 8 Request for Appointment of Examining Committee may be obtained from the COE Office of Graduate Studies, BRNG 6104 or accessed at: <a href="http://www.gradschool.purdue.edu/students/current/resources.dfm">http://www.gradschool.purdue.edu/students/current/resources.dfm</a> . (NOTE: Two semesters must elapse between taking prelims and holding your final defense.)			
<b>Proposal for Dissertation Research Approval</b> Title page for your committee to sign is available at the COE Office of Graduate Studies, BRNG 6104 or <a href="http://www.education.purdue.edu/gradoffice/pdf_doc/PROPOSAL_FOR DISSERTATION RESEARCH.pdf">http://www.education.purdue.edu/gradoffice/pdf doc/PROPOSAL FOR DISSERTATION RESEARCH.pdf</a> . Submit completed form to BRNG 6104.			
<b>Dissertation</b> See "Thesis Preparation Manual" at <a href="http://www.gradschool.purdue.edu/thesis.cfm">http://www.gradschool.purdue.edu/thesis.cfm</a> . Get Human Subjects Approval if needed.			
<b>Graduation Deadlines</b> Six months before you expect to graduate, view deadlines at: <a href="http://www.gradschool.purdue.edu/calendar">http://www.gradschool.purdue.edu/calendar</a> .			
<b>Register as a CANDIDATE for degree during advanced registration</b> for the session you plan to receive your degree.			
<b>Thesis Format Check</b> Educational Studies: See Dr. A.G. Rud (BRNG 5108). Curriculum & Instruction: See your major professor.			
<b>Request for Final Exam (Defense) (submit 3 weeks prior to exam date)</b> Graduate School Form 8 Request for Appointment of Examining Committee may be obtained from the COE Office of Graduate Studies, BRNG 6104 or accessed at: <a href="http://www.gradschool.purdue.edu/students/current/resources.dfm">http://www.gradschool.purdue.edu/students/current/resources.dfm</a> (NOTE: Two semesters must elapse between taking prelims and holding your final defense.)			
<b>Thesis Defense/Approval (Committee)</b>			
<b>Thesis Submission (see <a href="http://www.gradschool.purdue.edu/thesis.cfm">http://www.gradschool.purdue.edu/thesis.cfm</a>)</b> One bound copy plus one unbound copy must be deposited in the Thesis/Dissertation Office, Young Hall, Room 170; make appointment by calling (765) 494-3157 or e-mail <a href="mailto:markj@purdue.edu">markj@purdue.edu</a> (Note: Electronic thesis deposit required as of August 23, 2007.)			
<b>Pay microfilm fee to the Bursar's Office</b> Two weeks prior to graduation. No invoice will be issued.			
<b>Graduation</b> You must be registered the session you plan to graduate. See "Commencement Information" at <a href="http://www.purdue.edu/Registrar/">http://www.purdue.edu/Registrar/</a> .			

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