



THESIS PROPOSAL/THESIS SUBMISSION AND DEFENSE POLICY

The policy described herein only applies to graduate students within the Proteomics/Genomics Research Group (P/GRG) who are seeking their M.S. degree from the Department of Biological Sciences. P/GRG graduate students must adhere to the following policy regarding the submission and defense of a fully completed thesis proposal or “nearly final” thesis:

Fall and Spring Semesters

- 1) Members of a student’s thesis committee must receive a fully completed thesis proposal or “nearly final” thesis before 5:00 PM no later than 10 class days before the scheduled defense date. This 10-class-day period does not include weekdays when classes are not in session, weekends, between semester breaks, or Spring Break. Committee members shall receive the proposal/thesis either as an email attachment or as a hard copy placed in their departmental mailbox or office.
- 2) Proposal/thesis defenses must be held no later than 5:00 PM on the Friday of the 12th week of a given semester. No defenses will be permitted after this date for the current semester.
- 3) Collectively, P/GRG students will not schedule more than one (1) proposal/thesis defense per day and no more than three (3) proposal/thesis defenses per week.

Summer Semester

- 1) The review of a fully completed thesis proposal or “nearly final” thesis, as well as its defense, is solely at the discretion of each member of a student’s thesis committee.
- 2) Unanimous agreement by committee members must be obtained prior to submission of a fully completed thesis proposal or “nearly final” thesis. Following such agreement, each member must receive a copy of this document before 5:00 PM no later than 10 class days before the scheduled defense date. This 10-class-day period does not include weekdays when classes are not in session, weekends, or between semester breaks. Committee members shall receive the proposal/thesis either as an email attachment or as a hard copy placed in their departmental mailbox or office.
- 3) Proposal/thesis defenses must be held no later than 5:00 PM on Friday of the second full week of July during the current Summer semester. No defenses will be permitted after this date for the current semester.
- 4) Collectively, P/GRG students will not schedule more than one (1) proposal/thesis defense per day and no more than three (3) proposal/thesis defenses per week.

By affixing our signatures below, we indicate that we have read, understood, and will abide by the above P/GRG policy.

Student Signature/Date

Printed Name of Student

Mentor’s Signature/Date

Printed Name of Mentor