

PhD Degree Checklist

Event	Deadline	Form*	Projected Date	Completion Date
Program of Study	End of 2nd semester	U.3	_____	_____
Prospectus	End of 3rd semester	D.1	_____	_____
Oral Exam & NSF Grant Proposal	End of 4th semester	D.2b	_____	_____
Defense of Research	When research is 75-90% complete	D.3	_____	_____
Application for Graduation	During 1st month of final semester	Online	_____	_____
Scheduling of Defense	At least 2 weeks before defense	U.8c	_____	_____
Dissertation Defense	At least 2 weeks following scheduling of dissertation	U.9 & U.10	_____	_____
ETD Submission	Within one week following defense	U.8d	_____	_____
UMI Submission	Within one week following ETD submission	U.13	_____	_____
Doctoral Survey	Within one week following ETD submission	U.14	_____	_____

Form*:

U = University Form: located at <http://graduatestudies.byu.edu/advisement-forms-adv>

D = Department Form: located on the Graduate Student board in the hallway across from 403 WIDB

NOTE: Plan to finish each step before the absolute deadline. **Do not plan to hold any committee meeting or any examination at any time when school is not in session.** If you wish to schedule an examination during spring or summer terms, you are responsible for making sure that your committee members are available to attend.
