

Time Frame for Completion of the M.S. Degree in Two Years

1 st Semester	6-9 hrs. coursework	Select research topic and thesis advisor; Organize Thesis Advisory Committee
2 nd Semester	6-9 hrs. coursework	Write and Defend Thesis Proposal, Plan thesis work
3 rd Semester	6-9 hrs. coursework	Thesis research
4 th Semester	1-6 hrs. coursework or thesis research	Complete and defend thesis. The student must consult the Graduate School website for the deadline for completion of all degree requirements.

Final deadlines imposed by the Graduate School are published on the Graduate School website prior to the beginning of each semester. Forms required by the Graduate School are available from the website and from the DGS secretary. This is provided as a guideline only.

Task	Form/Memo Required?	Target Date or Deadline
Advisor meeting to determine deficiency requirements	N	Before first day of classes
Complete Communicating Geology class	N	1 st semester
Transfer graduate credit (if applicable)	Y*	1 st semester
Appoint thesis committee	Y*	1 st semester
Distribute thesis proposal to committee	N	2 nd semester, at least 2 weeks prior to proposal defense
Prepare thesis proposal approval form	Y	Signed 1 week before proposal defense
Defend thesis proposal; file Master's Comprehensive Examination Form	Y*	By end of 2 nd semester
File one paper copy and a PDF-formatted copy of the thesis proposal with DGS	N	By end of 2 nd semester
Take GEO 535/536	N	3 rd and 4 th semesters (2 credit hours total)
Submit application for degree	Y**	Before classes begin in the semester that the degree is to be completed (through myBama)
Distribute thesis to advisory committee	N	AT LEAST 1 month prior to defense
Advisory committee approval for defense and display	Y	At least one week prior to thesis defense
Schedule defense with the thesis committee/department	Y*	At least one week prior to thesis defense
Schedule room for thesis defense	N	At least one week prior to thesis defense
Put thesis on display in DGS office	N	At least one week prior to thesis defense
Thesis defense form	Y*	Day of defense
Submit required samples, data and program archives to the Natural History Museum and Advisor	N	Prior to submitting thesis to Graduate School
Get committee acceptance form for electronic thesis signed	Y**	Prior to submitting thesis to Graduate School
Submit PDF thesis to the Graduate School	Y**	After committee acceptance form is signed
Submit a PDF copy to DGS and the advisory committee.	N	Immediately after Graduate School approves thesis
Schedule exit interview with Department Chair	N	Before leaving UA

*Graduate School Form to be completed on paper (online if available)

**Graduate School Form to be completed online

Summary of Course Requirements:

6 hours of GEO 599

24 hours of 400-600 level courses

- 2 hours of GEO 535:536
- 3 hours of Communicating Geology
- no more than 3 hours of GEO 598
- no more than 6 hours from outside the Geological Sciences discipline
- no more than 12 hours from outside the DGS (including transfer credit)
- no more than 6 hours of 400-level courses may counted (with prior approval by the Graduate School)