

Molecular and Cellular Biology MSc Thesis Defence Timeline

Date	Activity
at least 1 semester before Defence	A schedule for thesis preparation, review and submission is agreed upon by student and Advisory Committee. Student begins writing thesis.
	Student writes and Advisor reviews thesis draft(s). Advisor provides suggestions for revision. Student revises thesis draft(s).
9 weeks to Defence	Student and Advisor agree that the thesis is ready for examination. Advisory Committee members review the thesis as they would a manuscript submitted for publication.
7 weeks to Defence	Advisory Committee members return the thesis to the student with their written comments, discussing the comments with the student as necessary. Student revises the thesis as he or she deems appropriate.
6 weeks to Defence	Student submits thesis to Advisory Committee members for final review.
4 weeks to Defence	Advisory Committee members indicate on the Examination Request Form whether they find thesis to be ready for examination. Student submits thesis and Form to Graduate Coordinator, with or without further revision. Advisor submits Advisory Committee recommendation regarding Examining Committee membership to Graduate Coordinator.
3 to 4 weeks to Defence	Department Chair appoints Examining Committee in consultation with Graduate Coordinator. Thesis is distributed to Examining Committee members. Tentative examination time and place are set.
DEFENCE	Master's Final Oral Examination takes place. Examiners judge thesis and defence to be satisfactory or unsatisfactory and designate an Examiner as reviewer of any changes to satisfactory theses required by the Examination Committee.
1 (or more) weeks after Defence	Student completes thesis revisions and approved thesis is submitted, with application to graduate, to the Dean of Graduate Program Services.
Deadline Date Specified in Calendar	Approved thesis is submitted, with application to graduate, to the Office of the Dean of Graduate Program Services. Thesis is reviewed and accepted by the Dean's Office.
	Board of Graduate Studies presents lists of graduands to Senate for approval.
	Convocation!!!