FLOWCHART FOR CS GRADUATE DEGREES

Please note that Graduate College deadlines are earlier than expected: in February and March for May graduates; June for August graduates; and September and October for December graduates.

**PhD**

1. **PhD Qualifying Exam**
   - Initiate a PhD Qualifying Exam Workflow Request Form
   - (2nd Year 1st Semester)

2. **PhD Comprehensive Exam**
   - 1) Doctoral Plan of Study Summary Sheet
   - 2) Submit request for Doctoral Comprehensive Examination in workflow
   - 3) Copy of grade report and current registration – MyUI

   **If applying for an MS at this time, then also:**
   - 1) Application for Degree
   - 2) Non-Doctoral Plan of Study Summary Sheet
   - 3) Copy of grade report and current registration – MyUI

   - (3rd Year)

3. If MCS is preferred to MS, follow directions “For Graduation” under MCS, when coursework is complete.

4. **Write a Thesis Proposal and Defend It**
   - Submit a PhD Committee/Proposal Defense Workflow form
   - (4th Year)

5. **Write a Dissertation and Defend In Final Semester:**
   - 1) Application for Degree
   - 2) Submit request for Final Examination workflow form
   - 3) Request for Change in Plan of Study if needed
   - 4) Exam approved by committee and Departmental Executive Officer
   - 5) Thesis submitted through Graduate College web site.
   - (5th Year)

**MCS**

1. **For Graduation**
   - 1) Application for Degree
   - 2) Academic Services Coordinator runs Degree Audit, reviews current plan of study form, and requests any approved exceptions

   - (Final Semester)