

# Timeline for MS *Non-Thesis* Completion

Semester	Task(s)
1 Fall	<ul style="list-style-type: none"> <li>Identify &amp; confirm mentor</li> </ul>
2 Spring	<ul style="list-style-type: none"> <li>Complete <i>Request for Supervisory Committee</i> form</li> <li>Committee meeting (may be done in group format) to propose/discuss remaining coursework &amp; project/internship/independent study</li> </ul>
3 Fall	<ul style="list-style-type: none"> <li>ESS 6550 Intro to Research Methods</li> <li>Complete <i>Application for Admission to Candidacy</i> form*</li> </ul>
4 Spring	<ul style="list-style-type: none"> <li>ESS 6850 (3 cr.) Graduate Seminar (comps/presentation of project/internship)</li> <li>Mentor signs <i>Comprehensive Exam for the M.A. or M.S. Degree</i> form</li> <li>Graduation^</li> </ul>

\*For spring graduation, the Candidacy form is due by the beginning of November. Students will not be allowed to take the comprehensive exams if their supervisory committee and candidacy forms have not been completed the semester prior to the exams.

^Students should confirm that all independent study (ESS 6951), internship (ESS 6910) or other arranged course grades have been assigned by the mentor faculty member before graduation.

- Students should submit all completed forms to the graduate administrative assistant (Bernadene Butters in PEAK, HPR-E 217).
- 36 total credit hours are required for graduation
  - 3-6 credit hours must be applied toward the project/internship/independent study
  - Students must register for a minimum of 3 credit hours per semester; students receiving a tuition waiver must register for a minimum of 12 credit hours per semester
- Students may obtain tuition waiver, partial or full, for four semesters
- Degree must be completed within 4 years (preferably within 2 as outlined above)