

CMSS Doctoral Degree Program Timeline and Degree Completion Checklist

Milestone/Task	Target Date	Date Completed	Major Professor Signature
1. Establish major professor.	Admission Process		
2. Student formally begins program.	Fall/Spring Semester		
3. Establish Major Advisor and Graduate Advisory Committee: a. At least 5 members with at least 3 from SCE faculty and 1 external member. b. Complete and submit Ph.D. CMSS Graduate Advisory Committee form to SCE office.	Before End of 1 st Semester		
4. Complete CMSS Comprehensive Exam	After Completion of Core Courses		
5. CMSS Qualifying Exam: a. Proposal approved by Graduate Advisory Committee. b. Presentation open to all SCE faculty and students. c. Oral qualifiers with Graduate Advisory Committee.	Before End of 5 th Semester		
6. Advancement to Candidacy: a. Completion of Program Core Curriculum courses and a grade of B or better; b. Successful completion of CMSS Comprehensive Exam; c. Successful passing of CMSS Qualifying Exam; d. Approval of dissertation proposal by Advisory Committee and Graduate Programs Coordinator; e. Recommendation by Advisory Committee, SCE Programs Coordinator, and Dean of Gupta College of Science; f. Complete a minimum of 30 semester hours of graduate work at Coastal Carolina University; g. Have earned a B or better average on all graduate coursework pursued and a B or better in CMSS core courses; h. Complete and submit Ph.D. CMSS Application for Admission to Candidacy to Graduate Programs Coordinator.	Before End of 5 th Semester		

Milestone/Task	Target Date	Date Completed	Major Professor Signature
7. Complete 21 hours of Dissertation Research and Directed Study (up to 6 hours) and required CMSS coursework.	Before End of 8 th Semester		
8. Submit results of doctoral research as a formal dissertation and/or series of publications.	Before End of 8 th Semester		
9. Present a seminar to SCE on dissertation.	Before End of 8 th Semester		
10. Defend dissertation in oral exam given by Graduate Advisory Committee.	Before End of 8 th Semester		
11. Submit documents, including Application for Graduate Degree form, to SCE Graduate Programs Coordinator demonstrating all degree requirements have been met.	Before End of 8 th Semester		