

Appendix B: SCMSS Doctoral Degree Program Timeline and Degree Completion Checklist

Milestone/Task	Timeline/ Target Date	Date Completed	Did Student Meet Target Date and/or Task? If no, provide explanation.	Required Signature or Form Filed
1. Student accepted into graduate program	Spring or fall			
2. Student formally begins program	Fall or spring semester			
3. Establish major professor	During admission process			
4. Establish Graduate Advisory Committee (at least 5 members with at least 3 from SCMSS faculty and 1 external member)	Before end of second semester of enrollment			
5. Approval of Graduate Advisory Committee by Graduate Programs Coordinator	Before end of second semester of enrollment			
6. Complete SCMSS Comprehensive Exam	Upon recommendation of Advisory Committee; generally expected by end of third semester			
7. SCMSS Qualifying Exam: a. Proposal approved by Graduate Advisory Committee; b. Presentation open to all SCMSS faculty and students; c. Oral qualifiers with Graduate Advisory Committee	Before end of fifth semester of enrollment			

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8. Advancement to Candidacy: <ul style="list-style-type: none"> a. Completion of Program Core Curriculum courses and a grade of B or better; b. Successful completion of SCMSS Comprehensive Exam; c. Successful passing of SCMSS Qualifying Exam; d. Approval of dissertation proposal by Advisory Committee and Graduate Programs Coordinator e. Recommendation by Advisory Committee, Graduate Programs Coordinator, SCMSS Director and Dean of 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 work pursued and a B or better in SCMSS core courses 	Before end of fifth semester of enrollment			
9. Complete 21 hours of Dissertation Research and Directed Study (up to 6 hours) and required SCMSS coursework	Before end of eighth semester			
10. Submit results of doctoral research as a formal dissertation and/or series of publications	Before end of eighth semester			
11. Present a seminar to SCMSS on dissertation	Before end of eighth semester			
12. Defend dissertation in oral exam given by Graduate Advisory Committee	Before end of eighth semester			
13. Submit documents, including Graduation Application, that all degree requirements have been met	Before end of eighth semester			