



DEPARTMENT OF MECHANICAL ENGINEERING Ph.D. Program Checklist

ALL SEMESTERS

- Enroll in courses and/or research (6-9 graded credits per semester plus research credits)
- Register for 1 credit Graduate Seminar

YEAR 1

Semester 1: Advisor & Research

- Enroll in at least 2 ME core courses
- Discuss research interests with faculty
- Begin work in research group
- Maintain a minimum GPA of 3.0
- Prepare for qualifying exam

Retake Qualifying Exam If Necessary
(mid May if starting in August)

Semester 2: Start Research

- Pass written qualifying exam (early January if starting in August)
- Pass oral qualifying exam (within 6 months of passing written qualifying exam)
- Enroll in research and/or additional courses

YEARS 2 & 3

Continue to Take Graded Courses Toward Your Degree

Upon *Plan of Study* Approval by Graduate School, Start Proposal

Form an Advisory Committee

- Choose 2 associate advisors
- Note: advisory committee guidelines (<http://gradcatalog.uconn.edu/grad-school-info/advisory-system/>)

Submit *Plan of Study* to the Graduate School (After 18 Credits Completed)

<http://grad.uconn.edu/current-students/forms/>

YEARS > 3

Complete a Minimum of 21 Credit Hours After the M.S. (excluding requirements for dissertation, language and minor area) **and 15 Graded Research Credits**

Prospectus Presentation
(at least one year before graduation)

Prepare Dissertation

Complete at Least One Accepted and One Submitted Peer-reviewed Journal Paper

Your advisor may require more than the University's minimum requirement

Dissertation Proposal/General Exam

- Provide a copy of proposal to advisory committee 1 week in advance
- Defend proposal
- Submit Proposal Hard Copy, Dissertation Proposal Approval, and General Exam Forms to Graduate School (at least 6 months before final Ph.D. defense)

FINAL DEFENSE

For a complete checklist of required steps visit:
<http://grad.uconn.edu/current-students/doctoral-degree-program/dissertation-information/>

Apply for Graduation in Peoplesoft During Last Semester

Provide Dissertation to Advisory Committee 2 Weeks in Advance of Defense

Defend Dissertation and Obtain Signatures of Advisory Committee

Complete ME Clearance Form
includes: submitting pdf of thesis, and returning keys

Announce Final Defense 2 Weeks in Advance on UConn and ME Event Calendars

Review Dissertation Submission Checklist in Link Above

Submissions

- Submit 1 electronic copy of dissertation to Digital Commons
- Submit completed dissertation checklist, 1 approval page, final exam form, and receipt of earned doctorate survey to Graduate School

