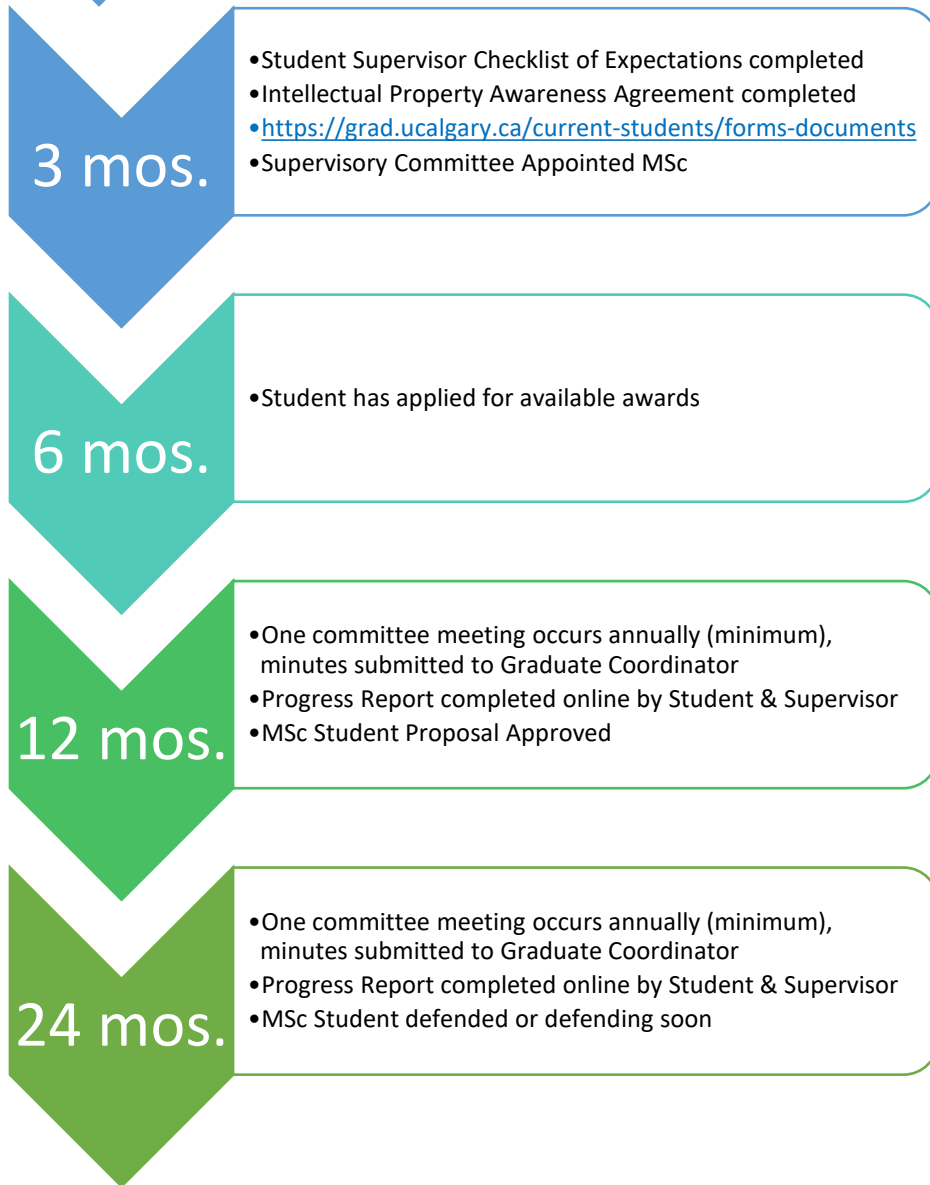


Did You Know: Deadlines

Student Enters Program (typically in September)



Did You Know: Deadlines

Checklist



MSc

- First 2 Weeks:** Meeting with student and supervisor
 - Student-Supervisor Checklist of Expectations
 - Intellectual Property Awareness Agreement
 - Both forms submitted to Graduate Coordinator
- First 2 Months:** Develop GANTT or similar for term, year, and program
 - Some basic examples are available at <https://www2.le.ac.uk/offices/ld/resources/dissertations/getting-started/your-time-management/gantt-charts/gantt-charts>
- Grant Deadlines:** Ongoing
See 'Funding: Award Deadlines Calendar; document
- 3 Months:** Committee Appointed
Email committee to Graduate Coordinator who will generate appointment form

Note: Methods class in Fall to help develop Research Question; Stats class(es) in winter to finalize research plan and analysis

- 6-12 Months:** Proposal Approved
 - In-person committee meeting
 - Minutes submitted to Graduate Coordinator
 - Proposal Approval Form (<https://www.ucalgary.ca/knes/current-students/graduates/thesis-handbook>)
- 6-24 Months:** Research ongoing
- 24 Months** (approximate): Thesis Defence
See 'Defences' document
- Graduate!**



PhD

- First 2 Weeks:** Meeting with student and supervisor
 - Student-Supervisor Checklist of Expectations
 - Intellectual Property Awareness Agreement
 - Both forms submitted to Graduate Coordinator
- First 2 Months:** Develop GANTT or similar for term, year, and program
 - Some basic examples are available at <https://www2.le.ac.uk/offices/ld/resources/dissertations/getting-started/your-time-management/gantt-charts/gantt-charts>
- Grant Deadlines:** Ongoing
See 'Funding: Award Deadlines Calendar; document
- 6 Months:** Committee Appointed
Email committee to Graduate Coordinator who will generate appointment form

Note: Methods class in Fall to help develop Research Question; Stats class(es) in winter to finalize research plan and analysis

- 6-24 Months:** Proposal Approved
 - In-person committee meeting
 - Minutes submitted to Graduate Coordinator
 - Proposal Approval Form (<https://www.ucalgary.ca/knes/current-students/graduates/thesis-handbook>)
- 28 Months:** Oral Candidacy Exam
<https://ucalgary.ca/knes/files/knes/knes-candidacy-requirements-final-approved-version.pdf>
- 6 Months onward:** Research ongoing
- 48-60 Months** (approximate): Thesis Defence
See 'Defences' document
- Graduate!**



Annual Requirements

- May 15:** Annual Progress Report (online)
- 12 Months:** Annual supervisory committee meeting
 - Minutes submitted to Graduate Coordinator