

## Checklist of Forms

To graduate with a PhD in Medicinal Biochemistry, the following forms (available at <http://grs.uncg.edu/forms/>) must be completed. All forms must be completed by the student and approved by the Chair of Dissertation Committee and Director of Graduate Studies before the student submits the forms to the Graduate School. Additional forms that may be required in unique cases (i.e. application for transfer of graduate credit), can also be found on the Graduate School website. Please retain copies of all completed forms. It has often happened that critical forms are missing (i.e. lost during processing) when needed for graduation. It is the student's responsibility to ensure that all forms are properly filled out, signed, and submitted to the Graduate School according in compliance with the appropriate deadlines below.

<b>Form</b>	<b>Due Date</b>
<b>Doctoral Advisory/Dissertation Committee and Plan of Study</b> (Plan of study must be attached to this form.)	Should be submitted before the completion of 18 credit hours of graduate courses.
<b>Dissertation Topic Approval</b>	To be submitted once the dissertation proposal is successfully defended. <i>Bring a copy of this form to your dissertation proposal defense</i>
<b>Results of Doctoral Preliminary Examinations</b>	Must be submitted once the dissertation proposal (written and oral) is successfully defended. <i>Bring a copy of this form to your dissertation proposal defense</i>
<b>Application for Admission to Candidacy</b>	Submitted once all coursework is complete, typically at the time of completion of dissertation proposal defense. <i>Bring a copy of this form to your dissertation proposal defense.</i>
<b>Final Oral Examination Schedule</b>	Submitted to the graduate school 2 weeks prior to the dissertation defense
<b>Results of Oral Examination in Defense of Thesis/Dissertation</b>	To be signed and submitted directly following successful completion of the dissertation defense. <i>Bring a copy of this form to your dissertation defense</i>
<b>Dissertations with Multiple Authors</b>	Required only for situations where dissertations or dissertation chapters are co-authored. Should be submitted along with the final dissertation.
<b>Application for graduation</b>	Within 7 days after the start of classes in the term in which the student intends to graduate