## Sample Master of Science (Management) Student Progress

| | First Year | | | | | | | | | | | | | | Second Year | | | | | | | | | | | | | |
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| | Fall | | | | | | Spring | | | | Summer | | | | Fall | | | | Spring | | | | Summer | | | | | |
| **Task** | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct |
| Register for upcoming term | X | | | | X | | | | X | | | | X | | | | X | | | | X | | | | | | | |
| Complete course work | | | X | X | X | X | X | X | X | X | | | | | | | | | | | | | | | | | | |
| Attend scheduled workshops | | | X | X | X | X | X | X | X | X | | | | | | | | | | | | | | | | | | |
| **Establish supervisor** | | | | | X | | | | | | | | | | | | | | | | | | | | | | | |
| Complete the Student-Supervisor Guidelines agreement | | | | | X | | | | | | | | | | | | | | | | | | | | | | | |
| **Establish Supervisory Committee** | | | | | | | | | X | | | | | | | | | | | | | | | | | | | |
| Progress and standing meeting (submit report to relevant graduate program office) | | | | | | | | | X | | | | X | | | | X | | | | X | | | X | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Thesis Proposal:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Contact Management Graduate Programs Office to arrange room for Thesis Proposal Defence | | | | | | | | | | | X | | | | | | | | | | | | | | | | | |
| Submit Thesis Proposal | | | | | | | | | | | | X | | | | | | | | | | | | | | | | |
| Defend Thesis Proposal in public presentation | | | | | | | | | | | | X | | | | | | | | | | | | | | | | |
| Complete required revisions | | | | | | | | | | | | | X | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Thesis Oral Defence:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submit PDF of Thesis to supervisor | | | | | | | | | | | | | | | | | | | | | | | | X | | | | |
| Submit External Examiner CV and Conflict of Interest, if applicable | | | | | | | | | | | | | | | | | | | | | | | | 26th | | | | |
| Supervisor submits Request for Thesis Examination (includes proposed Thesis Examination Committee) | | | | | | | | | | | | | | | | | | | | | | | | 26th | | | | |
| Notice of Final Thesis Examination posted and sent to student and Thesis Examination Committee | | | | | | | | | | | | | | | | | | | | | | | | | 1st | | | |
| Thesis Examination Committee members submit Assessment of Readiness to Defend to Chair | | | | | | | | | | | | | | | | | | | | | | | | | 17th | | | |
| Pass Thesis Oral Defence | | | | | | | | | | | | | | | | | | | | | | | | | 24th | | | |
| Thesis Examination Committee Chair submits Thesis Examination Report | | | | | | | | | | | | | | | | | | | | | | | | | 24th | | | |
| **Apply for graduation by deadline in Academic Schedule** | | | | | | | | | | | | | | | | | | | | | | | | | 31st | | | |
| Complete Thesis revisions | | | | | | | | | | | | | | | | | | | | | | | | | | 7th | | |
| Supervisor submits Recommendation of the Award of the Degree | | | | | | | | | | | | | | | | | | | | | | | | | | 7th | | |
| Submit working-copy transcripts and current CV | | | | | | | | | | | | | | | | | | | | | | | | | | 7th | | |
| Submit Request for Publication Emargo of Thesis, if necessary | | | | | | | | | | | | | | | | | | | | | | | | | | 7th | | |
| Submit final Thesis to OPUS | | | | | | | | | | | | | | | | | | | | | | | | | | 15th | | |
| **SGS Dean approves Recommmendation of the Award of the Degree. Program complete.** | | | | | | | | | | | | | | | | | | | | | | | | | | 31st | | |
| Student may elect to bind Thesis | | | | | | | | | | | | | | | | | | | | | | | | | | X | | |
| Attend Convocation ceremony | | | | | | | | | | | | | | | | | | | | | | | | | | | | X |