

Sample Master of Science Student Progress

Task	First Year														Second Year													
	Fall				Spring				Summer						Fall				Spring				Summer					
	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 the Student-Supervisor Guidelines agreement			X																									
Complete course work			X	X	X	X	X	X	X	X	X	X	X															
Establish Supervisory Committee						X																						
Progress and standing meeting (submit report to relevant graduate program office)					X			X				X				X				X			X					
Submit Thesis Proposal									X																			
Continued research and production of Thesis															X	X	X	X	X	X	X	X						
Thesis Oral Defence:																												
Submit External Examiner CV and Conflict of Interest, if applicable																									19 th			
Submit Request for Thesis Examination (includes proposed Thesis Examination Committee)																									19 th			
Notice of Final Thesis Examination posted and sent to student and Thesis Examination Committee																									26 th			
Thesis Examination Committee members submit Assessment of Readiness to Defend to Chair																									17 th			
Pass Thesis Oral Defence																									24 th			
Thesis Examination Committee Chair submits Thesis Examination Report																									24 th			
Apply for graduation by deadline in Academic Schedule																									31 st			
Complete Thesis revisions																											7 th	
Supervisor submits Recommendation of the Award of the Degree																											7 th	
Submit working-copy transcripts and current CV																											7 th	
Submit Request for Publication Emargo of Thesis, if necessary																											7 th	
Submit final Thesis to OPUS																											15 th	
SGS Dean approves Recommendation of the Award of the Degree. Program complete.																											31 st	
Student may elect to bind Thesis																											X	
Attend Convocation ceremony																											X	