Checklist for Current Graduate Students in the Department of Food Science and Technology

Master of Science Degree
___1. Advisory Committee for Master of Arts and Master of Science Candidates Form
   To be completed by second semester of residency. Submitted electronically for approval. https://gradstatus.uga.edu/forms/G130

___2. Program of Study for Master of Arts and Master of Science Candidates Form
   To be completed by second semester of residency at https://gradstatus.uga.edu/Forms/G138. Refer to the Food Science Graduate Student Guide for info.

___3. Thesis Planning and Research Prospectus
   To be completed by the end of the second semester in residence. Refer to the Food Science Graduate Student Guide for info.

___4. Yearly Committee Meeting ___
   ___ 1st year
   ___ 2nd year

___5. Final Semester
   • Application for Graduation in Athena.
     ___ By the end of first week of classes in the semester *
   • Meet with Major Professor and estimate schedule for preparing thesis and distributing it to the Advisory Committee. Thesis must be approved by committee before the defense is held.
     ___ First week of the semester
     ___ Instructions for thesis prep
   • Schedule an Exit Interview with department head and complete the online exit survey (http://tinyurl.com/l8vj5em). Refer to the Food Science Graduate Student Guide for info
   • Schedule Exit Seminar
     ___ Reserve a conference room in Athens by either completing the form available in the Main Office and returning to Jessica Davis or emailing her at jesmar@uga.edu. The conference rooms are reserved on a first come, first-served basis.
     ___ Notify Jessica (jesmar@uga.edu) with seminar title, date, time, and room number at least 10 business days prior to the seminar to allow adequate time to post the notice.
   • Final Date for electronically submitting copy of thesis for format check. More info here.
     ___ Deadline is typically after the 10th week of the semester
     Refer to the Food Science Graduate Student Guide for info.
   • Final Date for corrected copy of thesis dissertation and Approval Form for Master’s Thesis, Defense and Examination*
     ___ Deadline is typically after the 13th week * https://gradweb01.cc.uga.edu/wp-content/uploads/2019/08/body_apprform_V2-1.pdf.
     ___ Submission of final approved thesis - https://gradstatus.uga.edu/Forms/G129
     ___ Provide an electronic copy of Thesis for the Major Professor. For information about printed, bound copies, see https://tate.uga.edu/print_content_page/home.
     Refer to the Food Science Graduate Student Guide for info

*Dates and Deadlines - https://gradweb01.cc.uga.edu/index.php/current-students/important-dates-deadlines/

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