

Adviser's Check List

PhD Students

Student Name: _____

First Semester Recommendations
Course – comments

Adviser's Name: _____

Students on a UGA assistantship must register for a minimum of 12 graduate hours for Fall and Spring semesters, and a minimum for 9 graduate hours if supported during summer semester.

LLED 7768, 7769 – (for non-native English speakers) – should be taken in the Fall and Spring of the first year.

GRSC 7770 – Most students on assistantships should take this in the Fall of their first year. Non-native English speakers, and students on Graduate School Assistantships (including Presidential Fellowships) should take it in the Fall of their second year.

MATH 9005 – Students must take this the first time they teach precalculus and again the first time they teach calculus.

MATH 8850 (VRG) – Must be taken in both semesters at least once during the first three years of PhD study. Taking a VRG class requires participating in the Graduate Student Seminars on Tuesdays.

30 credit hours of mathematics-related coursework - The Program of Study must include a minimum of 30 semester hours of course work, including at least 16 hours of 8000- and 9000-level courses not including research, dissertation writing, and directed study. None of the courses GRSC7770, LLED7768/9, or MATH9005 can be counted on the Program of Study, nor any course with a grade below a C. At least 3 hours of 9300 (Dissertation Writing) must appear on the Program of Study. Further details on the requirements for the Program of Study are in the Graduate School Bulletin <http://grad.uga.edu/index.php/current-students/policies-procedures/academics/types-of-degrees-offered/doctor-of-philosophy-phd/>).

4 Written Qualifying Exams - Students entering the PhD program in Summer or Fall (respectively, Spring) semester are expected to pass their Written Qualifying Exams by January (respectively, August) of their third year in the program. Each PhD candidate is required to pass four Written Qualifying Exams, including both exams from Group 1 and at least one exam from Group 2.

Group 1: Complex Analysis, Real Analysis

Group 2: Algebra, Topology

Group 3: Probability, Numerical Analysis

Oral Exam – Students entering the PhD program in Summer or Fall (respectively, Spring) semester are expected complete their Oral Qualifying Exams by January (respectively, August) of their fourth year in the program. Prior to the exam the student’s committee will increase from 3 to at least 4 members and a Revised Advisory Committee for Doctoral Candidates Form should be filed.

Language/research skills requirement – There are currently no language requirements. (The language requirement was voted to be removed by the faculty on February 18, 2016, effective immediately).

Dissertation (see form chart)

Final Oral Defense of the Dissertation

Forms for PhD students

Students are responsible for making sure that the appropriate forms are filed on time.

Forms may be obtained at

<http://grad.uga.edu/index.php/current-students/forms/>

and should be taken to the Graduation Office located in Terrell Hall, 210 S. Jackson Street, Ste. 400, Athens, GA 30602. Submit a copy of all forms to the Mathematics Graduate Office (room 434D) before taking them to the Graduate School.

See: <http://grad.uga.edu/index.php/current-students/important-dates-deadlines/> for important deadlines for graduating students.

For further program details and requirements, please also see:

<http://www.math.uga.edu/mathematics-graduate-guidebook>

PhD Degree Forms to file

X	Document	Due
	Advisory Committee for Doctoral Candidates form (preliminary committee with 3 members)	Prior to taking written quals Submitted before Program of Study

Preliminary Doctoral Program of Study (optional)	Developed by Major Professor and student, approved by the majority of committee, submitted to Graduate Coordinator by end of first year. (Do <u>not</u> submit to Graduate School)
Advisory Committee for Doctoral Candidates form (revised to include a minimum of 4 members.) The voting members of this committee will be the same as the student's Graduate School committee.	Prior to announcing oral qual. Submitted before or with Final Program of Study
Final Doctoral Program of Study form Residence requirement – 30 hrs. (at least 3 hrs of 9300, max. of 15 hrs of 9000 and must exclude 9005, GRSC7770, and LLED 7768/9). Cannot include courses used to satisfy MA on the way to PhD.	Must be submitted before oral comprehensive examination is announced
Oral Exam Announcement	Graduate Coordinator notifies Graduate School at least 2 weeks before exam is scheduled
Report of the Written and Oral Comprehensive Examination form	Graduate Coordinator submits to Grad. School w/in 2 weeks after student takes the Oral Qualifying Exam
Application for Admission to Candidacy for Doctoral Degree form	One full semester before the date of graduation. Usually submitted with the Oral Comprehensive Exam form
Application for Graduation form	The beginning of semester student intends to graduate
Submit Thesis for Format Check	See G. School Deadline Dates
Final Defense of Doctoral Dissertation Announcement	Graduate Coordinator notifies Graduate School at least 2 weeks before defense is scheduled
Approval form for Doctoral Dissertation and Final Oral Exam & ETD Submission Approval Form	Graduate Coordinator submits after student successfully completes thesis defense and at least 3 weeks before graduation. See G. School Deadline Dates
Submit Corrected copy of Thesis/Dissertation	At least 3 weeks before graduation. See G. School Deadline Dates
Final Exit Approval letter	See G. School Final Deadline Date. Graduate Coordinator submits on Department stationery.

Students must have at least a 3.0 average at the time of applying for admission to candidacy.