

PhD Milestone Checklist/Timeline

Prior to First Registration: Meet with faculty advisor for advice on courses to take in your first semester.

Every Semester

- Complete the [Research Expectations Guidance Document](#) with your faculty advisor
- Register for research credits
 - Increase research credits to correct amount

Before You Graduate

- Fulfill Seminar Requirements for your program
 - BME PhD Seminar Requirements:
 - A total of 4 semesters of BME seminar (BME 69000)
 - IBSc PhD Seminar Requirements:
 - 2 Semesters of either BMS or CPB seminar
 - 2 Semesters of BME seminar
- Fulfill research credits (Must have 90 total credits of coursework and research credits)

Year 1

- Register for a graduate-level ethics class in the first year.
- Fall
- Satisfy admission conditions as outlined in your Graduate School admission letter
 - Register for Research Fundamentals I Course
 - [Qual Pre-Registration Form Due](#) (October 31st)
 - [1st year IDP Due](#) (October 31st)
- Spring
- Register for Research Fundamentals II Course
 - [Qualifying Registration Form Due](#) (February 1st)
 - Complete [Qualifying Exam](#) (by May 15th)
- Summer
- Complete online [plan of study](#) (by June 1st)

Year 2

- Start thinking about your thesis committee
- Schedule your Prelim for Spring of Year 2 or Fall of Year 3
- Complete [2nd year IDP](#)
- Apply for [fellowships](#)
- Ensure that the majority of your course work is be complete by prelim
- Send CV of any committee members outside of Purdue to BME Grad Office at least 30 days prior to Prelim
- 2 Weeks Before Prelim: submit GS form 8, send Prelim documents to committee, send Prelim announcement info to BME Grad Office
- Complete your [prelim exam](#) in Spring of Year 2 or Fall of Year 3
- Convene mentoring committee meeting each spring (your prelim can count as your mentoring meeting if completed by spring deadline)

Year 3

- Present your research talk (Grad Student Research Seminar)
- Review your plan of study to ensure all course requirements have been met

Years 3-5

- Fulfill BME Seminar requirements
- Fall
- [Complete 3+ year IDP each year](#)
- Spring
- Schedule and attend annual mentoring committee meeting each year

Prior to Final Semester

- Verify that your plan of study courses match how they appear on your transcript
- Meet with your thesis committee to ensure your readiness for the defense
- Review instructions on scheduling your final exam
- Review Purdue graduation deadlines

Defense

- Schedule Time & Place for Defense
- Send Dissertation to Committee 2 weeks before Defense
- [Defend Thesis](#)
- Complete Thesis or Dissertation Deposit by OGSPS deadlines
- Complete Graduation [Check Out Form](#)