

# PhD Milestone Checklist/Timeline

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

**Every Semester:** [Research expectations discussion](#)

## Before You Graduate:

- Fulfill BME Seminar Requirements
- Fulfill Writing Requirement
  - Depending on the course you choose, the timing for the writing requirement might be different.
  - If planning on using this course to help learn for the NSF GRFP or learning basic concepts on scientific communication, Year 1 is suggested.
  - If planning on using this course to prepare you for fellowship applications (outside the NSF GRFP) or fellowship applications, Year 2 is suggested.

## Year 1

### Fall

- Satisfy admission conditions as outlined in your Graduate School admission letter
- Register for Research Fundamentals I Course. The following documents will be due in class but are part of the milestones process.
  - [Qual Pre-Registration Form Due](#) (October 31<sup>st</sup>)
  - [1<sup>st</sup> year IDP Due](#) (October 31<sup>st</sup>)
- Register for a graduate-level ethics class in the first year.

### Spring

- Register for Research Fundamentals II Course. The following documents will be due in class but are part of the milestones process.
  - [Qualifying Registration Form Due](#) (February 1<sup>st</sup>)
- Complete [Qualifying Exam](#) (by May 15<sup>th</sup>)
- Register for a graduate-level ethics class in the first year.

### Summer

- Complete online [plan of study](#) (by June 1<sup>st</sup>)
- Register for a graduate-level ethics class in the first year.

## Year 2

### Fall

- Start thinking about your prelim and thesis committee
- Schedule your [prelim](#) in year 2; at the very latest, first semester of year 3
- Complete [2<sup>nd</sup> year IDP](#)
- Apply for [fellowships](#)

### Spring

- Majority of your course work must be complete by prelim.
- Schedule and present your [prelim exam](#); at the very latest, first semester of year 3
- Convene mentoring committee meeting each spring (your prelim can count as your mentoring meeting if completed by spring deadline)

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## Year 3

Fall or Spring (semester TBD): Present your [Research Talk \(BME Bytes\)](#) by signing up for one of the open dates

## Years 3-5

- Fulfill BME Seminar requirements
- Fulfill writing requirement
- [Defend Thesis](#)

Fall

- [Complete 3+ year IDP each year](#)

Spring

- Schedule and attend annual mentoring committee meeting

## Prior to Final Semester

- Review your plan of study to ensure all degree requirements are met.
- Hold “green light” meeting with your committee for defense
- Review instructions on scheduling your final exam.
- Review Purdue graduation deadlines.