

UPGG Pre-Defense Checklist

TO BE COMPLETED BY STUDENT AND SIGNED BY COMMITTEE CHAIR AND ADVISOR
PLEASE RETURN TO Amanda Shipp in ROOM 1262 MSRB3 amanda.shipp@duke.edu

Student Name: _____

Date of committee agreeing to defend: _____

Thesis Title: _____

Date of Scheduled Defense: _____

Thesis Committee Chair: _____

Members: _____

UPGG Course Requirements: 24 Graded Credits Required

UPGEN 700 (1 Unit):Year 1 Spring	Date Completed: _____
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UPGEN 701 (2 Units): Year 1 Fall & Spring:	Date Completed: _____
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UPGEN 702 (3 Units): Year 2 Fall	Date Completed: _____
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UPGEN 716 (1Unit): Fall & Spring	Date Completed: _____
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UPGEN 750 (1 Unit): Fall & Spring	Date Completed: _____
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UPGEN 778 (4 Units): Year 1 & 2 Fall	Date Completed: _____
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List other courses taken to complete the (24) credit requirement. List units and completion date for each course.

Date Preliminary Exam Passed _____

RCR Credits /Date Completed: _____

List Accepted 1st Author Primary Research Articles.

Complete only for students without a first author paper. Please note that UPGG requires the following to proceed to defense

1) A first author manuscript must be submitted to a journal.

2) The thesis committee must agree that the submitted manuscript is a publishable piece of work and student can proceed to defend. (committee chair signature required below)

3) The program DGS must talk with the thesis advisor regarding timeline to graduation, plans to involve the student in the response to reviewers, and plans to ensure (as much as is possible) eventual first authorship even if extensive revisions are requested.

Signature of DGS: _____

Signature of Committee Chair: _____

Signature of Advisor: _____

***Signature of advisor signifies that all members of the committee agree for the student to proceed to defense*