

Checklists for Food Biotechnology Students

Name _____ ID _____

Plan of study

M.Sc. Plan A type A1 Plan A Type A2 Plan B
 Food Biotechnology Track Food Bioentrepreneur Track

Ph.D. Type 1.1 Type 1.2 Type 2.1 Type 2.2

Credits required (Please check according to your plan of study)**M.Sc.**

Plan A type A1		Plan A type A2		Plan B	
	Credits		Credits		Credits
<input type="checkbox"/> 3 Seminar	0	<input type="checkbox"/> 3 Seminar	3	<input type="checkbox"/> 3 Seminar	3
<input type="checkbox"/> Thesis	36	<input type="checkbox"/> Thesis	12	<input type="checkbox"/> Independent study	6
		<input type="checkbox"/> 2 Core courses	6	<input type="checkbox"/> 2 Core courses	6
		<input type="checkbox"/> 3 Required courses	9	<input type="checkbox"/> 3 Required courses	9
		<input type="checkbox"/> 2 Elective courses	6	<input type="checkbox"/> 4 Elective courses	12
Total	36	Total	36	Total	36

Ph.D.

Type 1.1		Type 1.2	
	Credits		Credits
<input type="checkbox"/> 3 Seminar	0	<input type="checkbox"/> 3 Seminar	0
<input type="checkbox"/> Dissertation	48	<input type="checkbox"/> Dissertation	72
Total	48	Total	72

Type 2.1		Type 2.2	
	Credits		Credits
<input type="checkbox"/> 3 Seminar	3	<input type="checkbox"/> 3 Seminar	3
<input type="checkbox"/> Dissertation	36	<input type="checkbox"/> Dissertation	48
<input type="checkbox"/> Elective courses	6	<input type="checkbox"/> Elective courses	18
<input type="checkbox"/> Advanced elective courses	3	<input type="checkbox"/> Advanced elective courses	6
Total	48	Total	75

M.Sc. thesis process checklist

Thesis Proposal Examination Checklist

- Appointment of thesis advisor form (PE1)
- Appointment of thesis committee form (PE2)
- Thesis proposal approval form (PE3)
- Letter of invitation for thesis committee (internal and external committee)
- 3 copies of Thesis proposal (for 2 internal committees and at least 1 external committee as a chair committee)

Thesis Examination Checklist

Before the examination; (Should be done at least 1 month before examination date)

- Thesis approval form
- Letter of invitation for thesis committee (internal and external committee)
- 3 copies of Thesis (for 2 internal committees and at least 1 external committee as a chair committee)

After the examination;

- 3 copies of Thesis books (with signature)
- A soft copy of complete thesis book (with cover page and signed page) in .pdf format
- A soft copy of poster (both in .ppt and .pdf file format)

Before Graduation you have.....

- Coursework: Getting done all required courses
- Submitted Thesis books and file
- Clear all financial requirement with Registrar office (Biotechnology office will not be responsible for this part).
- Have the thesis published or have obtained an acceptance of publication in a journal or academic publication or have presented it at a conference which has the proceeding.

Ph.D. QE and dissertation process checklist

- Appointment of dissertation advisor form (PE1)
- Appointment of QE committee form (PE2)
- Qualifying examination approval form (PE3)
- Letter of invitation for QE committee (internal and external committee)
- Copies of dissertation proposal for distributing to QE committee (Four weeks before QE date)

Dissertation Defense Checklist

Before the examination; (Should be done at least 1 month before examination date)

- Dissertation approval form
- Letter of invitation for dissertation committee (If the committee members are NOT the same as QE committee, students need to submit request to appoint committee members.)
- Copies of complete dissertation for distributing to QE committee

After the examination;

- 3 copies of dissertation books (with signature)
- A soft copy of complete dissertation book (with cover page and signed page) in .pdf format
- A soft copy of poster (both in .ppt and .pdf file format)

Before Graduation you have.....

- Coursework: Getting done all required courses
- Submitted dissertation books and file
- Clear all financial requirement with Registrar office (Biotechnology office will not be responsible for this part).
- Have the dissertation published or have obtained an acceptance of publication in a national or international, journal or academic publication, which has the peer review and according to Office of Higher Education Commission announcement 2558. In case student gets research funding from external agency, the research publication is according to that external agency's requirement.