

Graduate Student General Notes

1. Overall schedule of main steps (attached)
 - a. **Compliance is up to #1 – You and # 2 – Major Professor**
 - b. Leigh Anne will conduct periodic evaluations on progress
2. Degree Options - Thesis \geq 35 hours & Non-Thesis \geq 38 hours
 - a. Committee decides what courses are required for each student
3. Document with proper forms
 - a. Signed original to Leigh Anne
 - b. Keep copies of all important documentation for your own file
 - c. Catalogue applicable – semester & year = contract
4. Proposal & Thesis Prep – 1st to major professor until satisfied, then to other committee members
 - a. Signed proposal is your contract of thesis research work
 - b. Thesis must be compliant with format guidelines www.ksuaquaculture.org
5. Assistantship – 20 hours of time required in addition to classes and research
6. All students are responsible for tuition & fees
7. Participate – Aquabreds, KAS, Alltech, AFS Chapter, WAS, etc. – Develop your professional network now

Process and Flow – Major Milestones

- 1) Assigned to a Major Professor
- 2) Decide if Thesis or Non-Thesis
- 3) Discuss potential topics with major professor (impacts committee composition)
- 4) Request others to serve on Committee (Form)
 - a. Major Professor plus two in CAFSSS
 - b. Can also ask outside of college/KSU to serve, especially with expertise we do not have (they will not vote but will assign comprehensive exam and thesis questions)
- 5) Meet with committee to decide on required and approved courses (Form)
- 6) Thesis proposal - work with major professor, then approved by committee (Form)
- 7) Written comprehensives - combined test from committee (Form)
- 8) Thesis preparation - Work with major professor, then approved by committee
 - a. Must be in proper format
- 9) Final thesis presentation and defense - Presentation open; Defense closed (Form)
- 10) Application for degree due the semester before you intend to graduate (Form)