Name: Date of Matriculation:

I.D.#:

CHECKLIST FOR THE DOCTOR OF PHILOSOPHY DEGREE
MOLECULAR BIOLOGY, MICROBIOLOGY, AND BIOCHEMISTRY PROGRAM,
SOUTHERN ILLINOIS UNIVERSITY

IT IS THE RESPONSIBILITY OF THE STUDENT TO MAINTAIN THIS FORM AND MEET THE DEGREE REQUIREMENTS ON TIME. To qualify for a 0.5 full time employee (FTE) assistantship, a minimum of 9 credit hours must be taken each 16-week semester (Fall or Spring), and a minimum of 3 credit hours must be taken during the 8-week Summer semester. Most students register for 3 hours during the Summer semester and 9 hours during the Fall and Spring semesters.

	1. The selected thesis research advisor is approved by the Department Chair. If a change of research advisor is later required, the student should request a new advisor through the Graduate Advisor with approval of the Department Chair.

DATE of Approval

2. The thesis research advisory committee is comprised of at least 5 members. In consultation with the principal thesis research advisor, select four other graduate faculty members (one from outside the department) to form a thesis research advisory committee during **the first semester** of graduate study. Fill out a form which can be obtained from the MMICB office or be found on SalukiNet (salukinet.siu.edu). The completed form will be submitted by the MMICB office to the Graduate School for Committee Approval.

- Committee Chair:
- Committee Member 2:
- Committee Member 3:
- Committee Member 4:
- Committee Member 5:

DATE of Completion	GRADE or Credit Hours	
		3. Meet with the thesis research advisory committee during the second semester of graduate study in Springfield to plan a tentative course program and research program.
		4. Take **PHRM 540** (currently section 703/Dr. Brandon Cox): "Responsible Conduct of Research" (offered during the Fall semester of odd numbered years) – 1 credit hour
		5. Complete animal use training module through CITI "Working with the IACUC." A certificate of completion is good for three years.
		6. Complete human subjects training through CITI "Protection of Human Subjects" – a certificate of completion is good for 3 years.
		7. Complete the CORE courses required for the MBMB program. Must obtain a "C" or better in Biochemistry 451A and 451B (can be substituted).

DATE of Completion | **GRADE or Credit Hours**

a. 9 credits from the following courses:

MBMB 451A (Biochemistry) – 3 credit hours
MBMB 451B (Biochemistry) – 3 credit hours
MBMB 460 (Genetics Bacteria & Viruses Lecture) – 3 credit hours

Retaken Courses:

b. 3 credits from the following courses:
MBMB 502 (Intro to Research) – 3 credit hours
MBMB 504 (Research Methods) – 3 credit hour

DATE of **GRADE or**

Completion	Credit Hours

c. MBMB 597-1 MUST ATTEND EACH 16-week SEMESTER, NO SEMINAR IN SUMMER – 1 credit hour (S/U grade only)

DATE of Completion

d. 24 credits of MBMB 600 (dissertation) (no more than 6 hours before candidacy)

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

DATE of Completion	GRADE or Credit Hours

8. Complete **three Specialization courses** with no more than one at the 400 level, from the following list:

Bolded classes are given in Springfield

403 – Med Micro Lecture (Spring)
421 – Biotechnology (Fall)
425 – Biochemistry & Phys of Microorganisms Lecture (Fall)
441 - Virology
444 – Risk Assessment for Genetics & Medicine
453 – Immunology Lecture (Spring)
455 – Med Immuno
456 – Biophysical Chem.
470 – Prokaryotic Diversity (Spring)
471 – Systems Biology
520 – Adv. Microbial Physics & Control Mechanisms (ad hoc)
521 – Adv. Virology (Spring)
530 – Advanced Cell Biology (Spring)
531 – Molecular & Cell Biology (Fall)
532 – Methods of Structural Bio
533 – Adv. Biochemistry (Every 2nd year)
543 – Host Microbial Interactions (Spring)
551 – Adv. Immuno
552 – Cellular Immunology (Fall)
553 – Adv. Med Micro & Immuno
560 – Molecular Oncology (Fall)
562 – Molecular Genetics (ad hoc)

The following **Elective classes** can be taken for credit but NOT for fulfilling the requirement of three Specialization Courses:
MBMB-570: 1 to 15 credit hours (1 to 6 per semester) Advanced Topics. (Spring or Fall) Advanced Topics in:

DATE of Completion	GRADE or Credit Hours	
		A. Molecular Biology
		B. Biochemistry
		C. Microbiology
		D. Immunology
		E. Virology
		F. Structural Biology
		G. Biophysics
		H. General Cell Biology

_____ _____ 9. MBMB 598 (Research before candidacy).

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

_____ _____ 10. Residency requirement – 24 hrs. Graduate course work at doctoral level. Maximum of 6 Dissertation hours.

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

Date/ Sem.:	Hrs.:

_____ 11. Pass written and oral preliminary exams, meet research tool requirements and be admitted to PhD candidacy.*

Research Tools _____ (Date)

Written Prelim. Exam _____ (Date)

Oral Prelim. Exam _____ (Date)

Admit to Candidacy _____ (Date)

_____ 12. Minimum GPA of 3.0
GPA = _____

Date of Completion
_____

13. Apply for graduation, first week of the semester in which you plan to graduate.

14. Write the thesis dissertation with editorial assistance from the thesis research advisor, according to Graduate School requirements.
Consult with the Graduate Program Office and the website
https://gradschool.siu.edu/current-students/thesis-dissertation-researchpaper/etdoverview.php
for help with formatting, guidelines, templates, FAQ's, submission process etc.

15. Submit the written thesis dissertation to the thesis research advisory committee at least two (2) weeks prior to the oral examination. This date of the oral exam may not be less than 6 weeks prior to graduation/commencement.

16. Schedule the oral examination in cooperation with the advisor.

17. Deliver the oral seminar to the public and thesis research advisory committee. Secure the required signatures on form.

18. Submit a draft of the dissertation to the Graduate School for a formal check.

19. Approximately (4) weeks prior to the graduation, submit two copies of the approved dissertation to the Graduate School (Carbondale), one copy to the Department of MMICB **(Denise Kauffman)** and one to the thesis research advisor.

*Degree conferred not less than 6 months nor more than 5 years after admission to candidacy.
(This list is an aid to the student. **OFFICIAL REQUIREMENTS ARE THOSE PUBLISHED IN THE GRADUATE CATALOG AT THE TIME OF MATRICULATION.)**

MEETING DATES WITH THE COMMITTEE

1. **First Meeting** **Date:** _____
2. **Second Meeting** **Date:** _____
3. **Prelim Exams** **Date:** _____
4. **Third Meeting** **Date:** _____
5. **Fourth Meeting** **Date:** _____
6. **Fifth Meeting** **Date:** _____
7. **Defense** **Date:** _____