

DATE OF MATRICULATION: _____

NAME: _____

ID: _____

**CHECKLIST FOR THE MASTER OF SCIENCE DEGREE
MOLECULAR BIOLOGY, MICROBIOLOGY AND BIOCHEMISTRY PROGRAM
SOUTHERN ILLINOIS UNIVERSITY**

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

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

*Advisor at the time of the admission to the program: _____

DATE of Approval

2.) In consultation with the principal advisor, select two other graduate faculty members to form an advisory committee during **the second semester** of graduate study. You need to fill out a form which can be obtained from the MMICB office or be found on Saluki Net. The completed form will be submitted by the MMICB office to the Graduate School for Committee Approval.

*Committee Chair: _____

*Committee Member 1: _____

*Committee Member 2: _____

DATE of Completion

GRADE or Credit Hours

3.) Meet first time with the graduate advisory committee by the **end of the second semester** of graduate study.

4.) Take **PHRM 540** (currently section 703/Brandon Cox): "Responsible Conduct of Research" (offered Fall of odd years) – 1 credit hour

5.) ~~Complete animal use training module through CITI "Working with the IACUC" – a certificate is good for 3 years.~~

6.) Complete human subjects training through CITI "Protection of Human Subjects" – a certificate is good for 3 years.

7.) Complete the CORE courses required for the M.S. degree. Must obtain a "C" or better (Biochemistry 451A and 451B).

DATE of Completion

GRADE or Credit Hours

a. 9 credit 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

The following Elective classes can be taken for credit but NOT for fulfilling the requirement of two Specialization courses:

PHRM-552 – Applied Statistics for the Basic Sciences

MBMB-570 – 1 to 15 credit hours (1 to 6 per semester) Advanced Topics.
(Spring or Fall) Advance topics in:

A.	Molecular Biology
B.	Biochemistry
C.	Microbiology
D.	Immunology
E.	Virology
F.	Structural Biology
G.	Biophysics
H.	General Cell Biology

NOTE: THE GRADUATE SCHOOL HAS SPECIFIC MINIMUM SEMESTER HOUR REQUIREMENTS FOR A MASTER’S DEGREE

DATE of Completion

_____	9.) At least 15 hours in courses numbered 500 or above completed as SIU.
_____	10.) At least 9 hours after admissions to the degree program.
_____	11.) At least 21 hours of graduate coursework graded A, B or C.
_____	12.) Courses to be applied to the degree must be taken within 6 years of conferring the degree.
_____	13.) Minimum GPA of 3.0
_____	14.) Apply for graduation, first week of the semester in which you plan to graduate.
_____	15.) Write the thesis with the editorial assistance of the advisor, according to Graduate School requirements. Consult with the Graduate Program Office and the website. https://gradschool.siu.edu/current-students/thesis-dissertation-researchpaper/etd-overview.php for help with formatting, guidelines, templates, FAQ’s, submission process, etc.
_____	16.) Present the draft of the thesis to the advisory committee and department Chair not less than 6 weeks prior to commencement. This time will not be less than 2 weeks prior to the oral examination.
_____	17.) Schedule the oral examination in cooperation with the advisor and the members of the committee.
_____	18.) Present the oral seminar and submit to the oral comprehensive examination by the Advisory committee. Secure the required signatures on form.
_____	19.) Present a draft of the thesis to the Graduate School for checking the format requirements.
_____	20.) Approximately 4 weeks prior to graduation, submit two copies of the approved thesis to the Graduate School (Carbondale), one copy to the Dept. of Medical Microbiology, Immunology and Cell Biology (Denise Kauffman) and one to the advisor.

NOTE: This list is an aid to the student. Official requirements are those published in the Graduate Catalog at the time of matriculation. The Master of Science degree should be obtained within 24 months with a possible extension of 1 semester.

MEETING DATES WITH THE COMMITTEE:		
First Meeting	Date:	
Second Meeting	Date:	
Defense	Date:	