

# Candidate Checklist for ABE grads

One academic year prior to the semester of graduation	PhDs: need an APPROVED plan of study with <b>two full</b> semesters of registration between the prelim and final defense
<b>DUE</b>	<b>Advancing to candidacy--MS and PhD</b>
By first day of the semester	An APPROVED plan of study for the degree objective you are seeking, plus ensure all degree requirements are met (MS=30 credits; PhD=90 credits)
By first day of the semester	Register as a Candidate (CAND 99100, 99200, or 99300)
Due at Grad School at least <b>two full weeks before defense date</b>	Initiate Form 8 "Request for Appointment of Examining Committee" through your MyPurdue (form will route electronically for signatures).
<b>DUE</b>	<b>Defending</b>
see website for instructions	<a href="http://www.purdue.edu/gradschool/research/thesis/">www.purdue.edu/gradschool/research/thesis/</a>
at least two weeks in advance	Circulate drafts of thesis/dissertation to committee as directed by major professor
2 weeks prior to defense	Prepare your <b>defense announcement</b> --template is on ABE Grad webpage Grad office will announce date and time via email
	Day before defense: print rubric forms for each Committee member
day of defense	Defend your thesis Return completed paper rubrics to Grad Administrator
<i>to deposit with Grad School</i>	<b>Depositing</b> Upload thesis for Graduate School review. See procedures on Thesis Office Site: <a href="http://www.purdue.edu/gradschool/research/thesis/">www.purdue.edu/gradschool/research/thesis/</a>
<b>Key web resources:</b>	
	1. Form 8 available online through MyPurdue--Graduate Students; Graduate School Plan of Study; Form 8
	2. ABE Grad website: <a href="https://engineering.purdue.edu/ABE/academics/graduate">https://engineering.purdue.edu/ABE/academics/graduate</a>
	3. Commencement website--- <a href="http://www.purdue.edu/commencement/">http://www.purdue.edu/commencement/</a>