

**CHECKLIST OF REQUIREMENTS FOR THE DOCTOR OF PHILOSOPHY DEGREE**

**The University of Texas Graduate School of Biomedical Sciences at Galveston**

Matriculation Date: \_\_\_\_\_

<b>Phase I</b>	Date Completed
A. Qualifying Examination	_____
B. Application for Candidacy Submitted <a href="http://gsbs.utmb.edu/candidacy/">http://gsbs.utmb.edu/candidacy/</a>	_____
C. Application for Candidacy Approved by Dean (prerequisite to registering for Dissertation)	_____
D. Request for Final Oral Submitted (Two weeks before final oral)	_____
E. Report of Final Oral Signed and Submitted	_____

**Phase II**

- A. Schedule Appointment with Laura Teed to obtain final graduation paperwork.

**Phase III**

A. Final Copy of Dissertation Checked and Approved by Dean's Office prior to Duplication	_____
B. If you are binding copies for yourself submit signature pages for Dr. Copper to sign	_____
C. Complete Graduate form at: <a href="http://www.gsbs.utmb.edu/gsbsforms/gradinfoform.aspx">http://www.gsbs.utmb.edu/gsbsforms/gradinfoform.aspx</a>	_____

**Phase IV**

A. Exit Interview with Dean (optional)	_____
B. Clear with Office of Enrollment Services <ul style="list-style-type: none"> <li>1. Graduation Fee Paid</li> <li>2. Diploma Name Card</li> <li>3. Holds on record</li> </ul>	_____