CHECKLIST OF REQUIREMENTS FOR THE
MASTER OF ARTS DEGREE
MASTER OF SCIENCE DEGREE
MASTER OF MEDICAL SCIENCE DEGREE
MASTER OF PUBLIC HEALTH
The University of Texas Graduate School of Biomedical Sciences at Galveston

Matriculation Date: _____________________________

Phase I

A. Qualifying Examination (if required) _____________________________

B. Application for Candidacy Submitted _____________________________
   http://gsbs.utmb.edu/candidacy/

C. Application for Candidacy Approved by Dean (prerequisite to registering for Thesis) _____________________________

Phase II

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

Phase III

A. Submit final unbound copy of Thesis or Electronic Version to Dr. Coppenhaver for review.

*MS, MA, MMSC and MPH

B. For publication in lieu of Thesis submit:
   1. Reprint of article or letter accepting article for publication
   2. Signed signature page
   3. Copyright disclaimer (signed and dated)
   4. Picture

C. If you are binding copies for yourself submit signature pages for Dr. Cooper to sign.

D. Complete Graduate Information Form at:
   http://www.gsbs.utmb.edu/gsbsforms/gradinfoform.aspx

Phase IV

A. Exit interview with Dean (Optional – not required)

B. Clear with Office of Enrollment Services
   1. Graduation Fee Paid
   2. Diploma Name Card
   3. Holds on record