

**Molecular and Cellular Biology Program  
Checklist of Program Requirements  
MCB Students**

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MCB Web Page: [www.mcb-seattle.edu](http://www.mcb-seattle.edu)

**Register for classes through MyUW**

- **Time Schedule:** located on MyUW
- MCB Program is listed under the heading: **Interdisciplinary Graduate Programs**
- Conjoint Classes are listed under the heading: **Medicine**
- **Required Graded Course Work: 12 Electives Credits & 9 Conj Credits**

**First Year**

*List Elective or Conj information below*

	<i>Elective</i>	<i>Conj</i>
<b>Autumn Quarter</b>		
_____ Conjoint 5XX: Cell & Molecular Biology	_____	_____
_____ • (2 modules/1.5 graded credits each)	_____	_____
_____ MCB 514: Literature Review (2 non-graded credits)	_____	_____
_____ MCB 599: Laboratory Research (variable credit, non graded)	_____	_____
_____ Elective Class (3-6 graded credits)	_____	_____
** _____ <b>Establish</b> Washington State Residency, <a href="http://www.washington.edu/students/reg/residency.htm">www.washington.edu/students/reg/residency.htm</a>	_____	_____
*The following <i>must</i> be done by the first week of Autumn Quarter to establish residency		
(1) Obtain Washington Driver License (2) Register your car (3) Register to vote (4) Establish a bank account.		
<b>Winter Quarter</b>		
_____ Conj 5XX: Cell & Molecular Biology	_____	_____
_____ • (2 modules/1.5 graded credits each)	_____	_____
_____ MCB 515: Literature Review (2 non-graded credits)	_____	_____
_____ MCB 599: Laboratory Research (variable credit, non graded)	_____	_____
_____ Elective Class (3-6 graded credits)	_____	_____
<b>Spring Quarter</b>		
_____ Conj 5XX: Cell & Molecular Biology	_____	_____
_____ • (2 modules/1.5 graded credits each)	_____	_____
_____ MCB 516: Literature Review (2 non-graded credits)	_____	_____
_____ MCB 599: Laboratory Research (variable credit, non graded)	_____	_____
_____ Elective Class (3-6 graded credits)	_____	_____
_____ TA Information meeting	_____	_____
<b>Summer Quarter</b>		
_____ MCB 600 Research (2 non-graded credits)	_____	_____
_____ Attend BRI Lecture Series (3 lectures, 1 discussion)	_____	_____
** _____ <b>Establish</b> Washington State Residency, <a href="http://www.washington.edu/students/reg/residency.htm">www.washington.edu/students/reg/residency.htm</a>	_____	_____
Turn in the paperwork.		

## **Second Year**

*List Elective or Conj course information below*

### **Autumn Quarter**

*Elective                      Conj*

\_\_\_\_\_ MCB 600 Research (1-10 non-graded credits) \_\_\_\_\_

\_\_\_\_\_ Electives Course Work (12 total graded credits required) \_\_\_\_\_

\_\_\_\_\_ MCB 580 Teaching Practicum (4 credits/2 quarters) \_\_\_\_\_

### **Winter Quarter**

\_\_\_\_\_ MCB 600 Research (1-10 non-graded credits) \_\_\_\_\_

\_\_\_\_\_ Electives Course Work (12 total graded credits required) \_\_\_\_\_

\_\_\_\_\_ \*Form Doctoral Supervisory Committee by end of March \_\_\_\_\_

*Email names to MaryEllin: [maryell@u.washington.edu](mailto:maryell@u.washington.edu)*

### **Spring Quarter**

\_\_\_\_\_ MCB 600 Research (1-10 non-graded credits) \_\_\_\_\_

\_\_\_\_\_ Electives Course Work (12 total graded credits required) \_\_\_\_\_

\_\_\_\_\_ \*Initial Meeting of Supervisory Committee by end of June \_\_\_\_\_

\_\_\_\_\_ \*Initial Supervisory Meeting report filed by end of June \_\_\_\_\_

(Form located on MCB Web Page under Current Student/Forms) *Mail to MCB Office, Box 357275* \_\_\_\_\_

*\*Extensions not granted except under extraordinary circumstances*

### **Summer Quarter**

\_\_\_\_\_ MCB 600 Research (2 non-graded credits) \_\_\_\_\_

\_\_\_\_\_ Outreach/alternative TAsip completed by end of summer quarter \_\_\_\_\_

## **Third Year**

### **Autumn Quarter**

*Elective                      Conj*

\_\_\_\_\_ MCB 600 Research (1-10 non-graded credits) \_\_\_\_\_

\_\_\_\_\_ \*General Exam *scheduled* by the end of Autumn Quarter. Schedule the General Exam  
**online at least three** weeks prior to exam. \_\_\_\_\_

<http://www.grad.washington.edu/mygre/student.htm>

### **Winter Quarter**

\_\_\_\_\_ MCB 600 Research (1-10 non-graded credits) \_\_\_\_\_

\_\_\_\_\_ \*General Exam completed by end of Winter Quarter – Required: 18 graded credits \_\_\_\_\_

*Paper work turned into Grad School & the MCB Office by the last day of the quarter*

*\* Except under extraordinary circumstances, extensions to no later than the end of Spring Qtr. will be granted.*

### **Spring Quarter**

\_\_\_\_\_ MCB 800 Dissertation Research after completion of General Exam \_\_\_\_\_

(1-10 non-graded credits). A total of 27 MCB 800 credits are required to graduate

### **Summer Quarter**

\_\_\_\_\_ MCB 800 Research (2 non-graded credits) \_\_\_\_\_

## ***Fourth and Fifth Year***

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- \_\_\_\_\_ MCB 800 Dissertation Research (1-10 non-graded credits) \_\_\_\_\_
- \_\_\_\_\_ \*Annual meeting of Supervisory Committee – by the end of June \_\_\_\_\_
- \_\_\_\_\_ \*Annual meeting report filed with MCB Office, Box 357275 – by the end of June \_\_\_\_\_  
(Form located on MCB Web Page)
- \_\_\_\_\_ \**Except under extraordinary circumstances, extensions to no later than the end of Spring Qtr. will be granted.*
- \_\_\_\_\_ Students are informally encouraged to graduate within 5.5 years.
- \_\_\_\_\_ \*Review Seven-Year Limit on Time to Degree at the bottom of this document or on the MCB web site.  
<http://depts.washington.edu/mcb/mcbprogramrequirementsoverview.php>

## ***\*Final Exam - Contact MaryEllin to review exam requirements***

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- \_\_\_\_\_ Final Exam date set with Supervisory Committee \_\_\_\_\_
- \_\_\_\_\_ Establish Reading Committee - *email MaryEllin names of committee members* \_\_\_\_\_
- \_\_\_\_\_ 21 Graded credits completed (9 Conj / 12 elective graded credits) \_\_\_\_\_
- \_\_\_\_\_ Total of 27 MCB 800 credits are required to graduate \_\_\_\_\_
- \_\_\_\_\_ Schedule Final Examination online at least **three** weeks prior to exam.  
<http://www.grad.washington.edu/mygrad/student.htm> \_\_\_\_\_
- \_\_\_\_\_ Thesis Defense. Signed warrant due in MCB office by end of quarter \_\_\_\_\_
- \_\_\_\_\_ Exit Survey, Abstract, Publications to MCB Office by end of quarter \_\_\_\_\_
- \_\_\_\_\_ Thesis results filed online with Graduate School *before deadline* \_\_\_\_\_
- \_\_\_\_\_ **Style and Policy Manual** - [http://www.grad.washington.edu/stsv/stylman/policy\\_style.pdf](http://www.grad.washington.edu/stsv/stylman/policy_style.pdf)  
Review for thesis formatting, deadlines and fees \_\_\_\_\_

## ***\*Seven-Year Limit on Time to Degree***

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- \_\_\_\_\_ Students are informally encouraged to graduate within 5.5 years.
- \_\_\_\_\_ Summer Quarter of sixth year students are reminded about seven-year limit to complete PhD
- \_\_\_\_\_ In Winter Quarter of the seventh year students will be placed on probation starting Spring Quarter, but can petition the Directors to hold off on probation.
- \_\_\_\_\_ Petition must declare the intention to graduate within the next two quarters (i.e., by the end of Summer Quarter), or ask for an extension beyond seven years with evidence of progress towards degree.
- \_\_\_\_\_ Petition must include email support (or no support) from each member of their Supervisory Committee. It must be submitted to the Directors by the end of the fifth week of Winter Quarter, together with the supporting emails from the supervisory committee.
- \_\_\_\_\_ Directors will reply to the petition, giving their decision by the beginning of Spring Quarter.
- \_\_\_\_\_ If petition is denied by the Directors, the student will be placed on Final Probation for Summer Quarter, and will have until the end of the quarter to graduate.
- \_\_\_\_\_ If student does not complete all the requirements for graduation by the end of this Summer Quarter, the U.W. Graduate School will automatically remove them from the UW enrollment.