

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

MSTP Students

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MCB Web Page: 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**
- **MSTP required graded course work while enrolled in the MCB PhD Program: 9 Graded Elective credits and 9 Conj Credits**

First Year

List Elective or Conj information below

Autumn Quarter

Elective *Conj*

- | | | |
|--|-------|-------|
| _____ Conjoint 5XX: Cell & Molecular Biology | _____ | _____ |
| _____ • (2 modules/1.5 graded credits each) | _____ | _____ |
| _____ MCB 514: Literature Review (2 non-graded credits) | _____ | _____ |
| _____ MCB 600: Laboratory Research (variable credit, non graded) | _____ | _____ |
| _____ Elective Class (3-6 graded credits) | _____ | _____ |

Winter Quarter

- | | | |
|---|-------|-------|
| _____ Conj 5XX: Cell & Molecular Biology | _____ | _____ |
| _____ • (2 modules/1.5 graded credits each) | _____ | _____ |
| _____ MCB 515: Literature Review (2 non-graded credits) | _____ | _____ |
| _____ MCB 600: Laboratory Research (variable credit, non graded) | _____ | _____ |
| _____ Elective Class (3-6 graded credits) | _____ | _____ |
| _____ Form Doctoral Supervisory Committee by end of June
<i>email names to MaryEllin: maryell@u.washington.edu</i> | _____ | _____ |

Spring Quarter

- | | | |
|--|-------|-------|
| _____ Conj 5XX: Cell & Molecular Biology | _____ | _____ |
| _____ • (2 modules/1.5 graded credits each) | _____ | _____ |
| _____ MCB 516: Literature Review (2 non-graded credits) | _____ | _____ |
| _____ MCB 600: Laboratory Research (variable credit, non graded) | _____ | _____ |
| _____ Elective Class (3-6 graded credits) | _____ | _____ |
| _____ TA Information meeting | _____ | _____ |

Summer Quarter

- | | | |
|---|-------|-------|
| _____ MCB 600 Research (2 non-graded credits) | _____ | _____ |
| _____ *Initial Meeting of Supervisory Committee held before the first day of Autumn Qtr Classes
<i>Email names to MaryEllin: maryell@u.washington.edu</i> | _____ | _____ |
| _____ *Initial Supervisory Meeting report filed by the first day of Autumn Qtr Classes
(Form located on MCB Web Page under Current Student/Forms) <i>Mail to MCB Office, Box 357275</i>
<i>*Extensions not granted except under extraordinary circumstances</i> | _____ | _____ |

_____ Attend BRI Lecture Series (3 lectures, 1 discussion) _____

Second Year

List Elective or Conj course information below

Autumn & Winter Quarter

Elective

Conj

_____ MCB 600 Research (1-10 non-graded credits) _____

_____ Electives Course Work (9 total graded elective credits) _____

_____ MCB 580 Teaching Practicum (2credits/1quarters) _____

Spring Quarter

_____ * Schedule the General Exam **online at least three** weeks prior to exam.

Signed warrant to MCB Office by end of Quarter.

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

_____ TAs hip completed _____

Summer Quarter

_____ *General Exam completed by the First Day of Autumn Quarter – **Required: 18 graded credits** _____

Paper work turned into MCB Office by the First Day of Autumn Quarter

_____ MCB 800 Research (2 non-graded credits) _____

Third, Fourth and Fifth Year

_____ MCB 800 Dissertation Research after completion of General Exam
(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*

_____ Final Exam date set with Supervisory Committee _____

_____ Establish Reading Committee - *email MaryEllin names of committee members* _____

_____ 18 Graded credits completed (9 Conj / 9 elective graded credits) _____

_____ Total of 27 MCB 800 credits are required to graduate _____

_____ Schedule Final Examination online with Grad School 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 _____

_____ Signed Warrant, Exit Survey, Abstract & Publications due in MCB Office
By end of quarter. _____

_____ Thesis filed with Graduate School – *meeting required deadline* _____

8/6/2009

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

- _____ 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.
- _____ The 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 the 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 the student does not complete all the requirements for graduation by the end of this same Summer Quarter, the U.W. Graduate School will automatically remove them from the UW enrollment.