

CHECK LIST FOR
MASTER OF SCIENCE (MS) GRADUATION

1. Research advisor and project chosen during first semester. _____
2. Plan of Study submitted and approved.
(before completing 12 credit hours) _____
3. Core courses completed. _____
4. Final oral exam scheduled with Graduate School.
(2 weeks before exam date) _____
5. Application for Degree Card submitted to Graduate School
before deadline. _____
6. Exam card picked up and returned to Graduate School. _____
7. Electronically submit thesis no later than 2 weeks after
defense. _____
8. Give Graduate Secretary, Diane Cannaday, a forwarding
address, phone number and place of employment before
leaving Virginia Tech. _____