

**MASTER'S DEGREE PROGRAMS**  
**Advising Checklist – Dept. of Curriculum & Teaching**

Student \_\_\_\_\_

Advisor \_\_\_\_\_

\_\_\_\_\_ Admitted to Classification MST or GPR/MST Date \_\_\_\_\_

\_\_\_\_\_ Become familiar with requirements/procedures for degree program as published in the Bulletin<sup>1</sup> Date \_\_\_\_\_

\_\_\_\_\_ Advisor appointed Date \_\_\_\_\_

\_\_\_\_\_ Advisory committee appointed Date \_\_\_\_\_

\_\_\_\_\_ Submitted Plan of Study<sup>2</sup> Date \_\_\_\_\_

\_\_\_\_\_ Submitted revised Plan of Study to Graduate School (if necessary)<sup>3</sup> Date \_\_\_\_\_

\_\_\_\_\_ **Requested graduation check at Graduate School**<sup>4</sup> Date \_\_\_\_\_  
(semester prior to graduation)

\_\_\_\_\_ Thesis topic approved (if applicable)<sup>5</sup> Date \_\_\_\_\_

\_\_\_\_\_ Passed final examinations<sup>6</sup> Date \_\_\_\_\_

\_\_\_\_\_ Written Examination Date \_\_\_\_\_

\_\_\_\_\_ Oral Examination (if required) Date \_\_\_\_\_

\_\_\_\_\_ Form 8 (report of comprehensive exam results) submitted to the Graduate School<sup>7</sup> Date \_\_\_\_\_

\_\_\_\_\_ Applied for teaching certificate<sup>8</sup> Date \_\_\_\_\_

<sup>1</sup> Students are responsible for complying with all degree requirements and procedures as published in the Bulletin. The Bulletin is available from the Graduate School and at [www.grad.auburn.edu](http://www.grad.auburn.edu).

<sup>2</sup> Students must submit their Plan of Study to the Graduate School ***no later than the third semester in which they take courses and prior to the semester of expected graduation.*** Enter Plan of Study online with GSPOST at [www.grad.auburn.edu](http://www.grad.auburn.edu).

<sup>3</sup> Enter revisions online with GSPOST at [www.grad.auburn.edu](http://www.grad.auburn.edu).

<sup>4</sup> Students must initiate this check ***the semester before they plan to graduate. Graduation will be delayed unless the check is requested before the deadline.*** Submit online at GAAAP at [www.grad.auburn.edu](http://www.grad.auburn.edu)

<sup>5</sup> Only candidates for Master of Science degrees will write theses.

<sup>6</sup> Master's degree students must complete all requirements in five (5) calendar years. A written examination is required for certification and graduation. An oral examination is required for defense of the thesis and may be required for non-thesis Master of Education students.

<sup>7</sup> Form available online at [www.grad.auburn.edu](http://www.grad.auburn.edu).

<sup>8</sup> Apply for certificate in Professional Education Services (Haley Center 3464).