Sample Master of Arts Student Progress

	First Year														Second Year													
	Fall						Spring					Summer			Fall				Spring					Summer				
Task	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Register for upcoming term	X				X				X				X				X				X							
Complete the Student-Supervisor Guidelines agreement			X																									
Complete course work			X	X	X	X	X	X	X	X	X	X	X	X														
Establish Supervisory Committee						X																						
Progress and standing meeting (submit report to relevant graduate program office)							X					X				X				X			X					
Thesis Proposal:																												
Submit Initial Thesis Proposal							X																					
Submit Final Thesis Proposal															30th													
Continued research and production of Thesis															X	X	X	X	X	X	X	X						
Thesis Oral Defence:																												
Submit External Examiner CV and Conflict of Interest, if applicable																								19th				
Submit Request for Thesis Examination (includes proposed Thesis Examination Committee)																								19th				
Notice of Final Thesis Examination posted and sent to student and Thesis Examination Committee																								26th				
Thesis Examination Committee members submit Assessment of Readiness to Defend to Chair																									17th			
Pass Thesis Oral Defence																									24th			
Thesis Examination Committee Chair submits Thesis Examination Report																									24th			
Apply for graduation by deadline in Academic Schedule																									31st			
Complete Thesis revisions																										7th		
Supervisor submits Recommendation of the Award of the Degree																										7th		
Submit working-copy transcripts and current CV																										7th		
Submit Request for Publication Emargo of Thesis, if necessary																										7th		
Submit final Thesis to OPUS																										15th		
SGS Dean approves Recommmendation of the Award of the Degree. Program complete.																										31st		
Student may elect to bind Thesis																										X		
Attend Convocation ceremony																												X