

## Molecular Medicine PhD Program Pre-Graduation Checklist

**Form Instructions:** Complete this form for a final audit of the fulfillment of the Molecular Medicine Program, GPILS, and Graduate School requirements. Submit this form to the Academic Services Specialist, Chelsea Rosenberger, as early in the semester in which you plan to defend, but **no later than 1 month prior to defense**. Please submit all required forms electronically to [crosenberger@som.umaryland.edu](mailto:crosenberger@som.umaryland.edu).

Student Name: \_\_\_\_\_

Mentor: \_\_\_\_\_

Scheduled Defense Date <i>Please schedule a time slot of at least 3 hours.</i>	
Total number of academic credits <i>Min. of 21 credits for PhDs; min. of 12 credits for MD-PhDs</i>	
Total number of 899 research credits <i>Minimum of 12 credits</i>	
To date, do you have any 'no marks' on your transcript?	Yes      No
Do you have any D, F, or Incomplete grades? <i>Please submit a copy of your SURFS transcript with this completed form.</i>	Yes      No
Have you updated your MedScope profile? <i>medscope.umaryland.edu</i>	Yes      No
Thesis Proposal Date	
Did you receive GPLS608 credit?	Yes      No
MMED Seminar Date	
MMED Seminar Attendance	# of outstanding seminars
CIPP 907 Research Ethics Completion Date	
First Author Publication <i>Please submit with this completed form.</i>	PubMed ID:
Nomination of Final Committee Members Form Submission Date <i>This form should have been submitted to the Graduate School.</i>	
Final Committee Meeting Date <i>Please submit a copy of your Final Committee Meeting Form and IDP with this completed form.</i>	
Completed Alumni Form? <i>Please submit with this completed form.</i>	Yes      No
CV Attached? <i>Please submit with this completed form.</i>	Yes      No
Last Day on Mentor's Funds? <i>This date is typically 2 weeks post defense.</i>	
Are you planning to stay on as a postdoc?	Yes      No

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Services Specialist Signature: \_\_\_\_\_ Date: \_\_\_\_\_