



- **APPOINTMENT OF YOUR MAJOR PROFESSOR AND COMMITTEE**

Timing: Major Professor – Within your First Year
Committee Appointment – Consult with your Major Professor
Form: “[Major Professor/Committee Appointment or Changes](#)”



- **QUALIFYING EXAMINATION**

Timing: Program Specific - Consult with your Major Professor
Form: No COGS Forms – Consult with your Department



- **CREATE YOUR STUDY PLAN**

Timing: By the END of your THIRD SEMESTER
Form: Complete your Study Plan/Degree Audit via [VANDALWEB](#)



- **PRELIMINARY/GENERAL EXAMINATION AND ADVANCEMENT TO CANDIDACY**

Timing: After full Committee has been appointed and majority of courses on Study Plan are complete – timing at discretion of program
Form: “[Preliminary Examination and Advancement to Candidacy](#)”



- **APPLICATION TO GRADUATE**

Timing: One semester PRIOR to graduation; Check the ACADEMIC CALENDAR
Form: APPLY TO GRADUATE link on [VANDALWEB](#)



- **REQUEST TO PROCEED WITH FINAL DEFENSE OF DISSERTATION**

Timing: At least TWO WEEKS BEFORE scheduled defense
Form: “[Request to Proceed](#)” signed by Committee, then submitted to COGS. COGS issues Final Defense Form to student and the Major Professor.



- **FINAL DEFENSE REPORT AND REPOSITORY AGREEMENT**

Timing: Bring Report to Final Defense, and Major Professor sends “Final Defense Report” to cogs-forms@uidaho.edu within SEVEN DAYS of defense.
Form: Upload “[Repository Agreement](#)” to ETD



- **SUBMIT YOUR DISSERTATION**

Timing: Submit to COGS in ETD by deadline – check [CALENDAR](#) for accurate date
Form: Final version of dissertation, repository agreement and e-approvals in ETD