

## UW Dept. of Atmospheric Sciences – Graduate Student Resources

### General Timeline of Study

This timeline is intended as a general guideline to be used only as a reference and planning tool – it is not a substitute for the more detailed policies and procedures outlined in the Grad Program Guide. All grad students are responsible for being familiar with the content of the GPG which is available in pdf format on the Grad Program website.

#### First Year of Study

##### **Autumn – Spring**

During the first three quarters, students will be engaged in taking core classes, and beginning to explore a research problem. Towards the end of the first year, students should begin thinking about a summer research plan and a presentation to be given at the end of summer.

##### **Summer**

During summer quarter, students conduct independent research. Progress and plans for Masters Thesis research are presented at the end of the summer quarter at the First Year Research Presentations. These presentations are generally given during the week preceding the first week of classes of autumn quarter (late September). This is an all day event during which each first year graduate student gives a twenty-minute presentation on their research to date, followed by questions and answers. The audience for these reports consists of first year graduate students, the incoming class of new graduate students, and Atmospheric Sciences faculty.

#### Second Year of Study

During the second year, students continue to take core and elective courses but focus primarily on independent research. Additionally, students will serve as a TA for one quarter.

##### **Autumn**

At the end of the first week of autumn quarter, students set up a Masters Thesis committee. This committee consists of a minimum of three graduate faculty in Atmospheric Sciences, one of whom must be the student's faculty adviser. To set up the MS committee, students must send an email to the Student Services Coordinator listing the committee chair and additional members.

At the end of the third week of autumn quarter, students submit a Masters Thesis proposal, coauthored with their faculty adviser, to their thesis committee for approval. This proposal is a brief document (usually 2-3 pages but may be longer) that addresses the Masters Thesis research. The plan must include an overview, methodology, and anticipated timeline. Examples of past Masters Thesis proposals are available in the Students Services Office in ATG 416.

At the end of the fifth week of Autumn quarter, students submit an approved copy of the thesis proposal (signed by their committee) to the Student Services office to be kept on file.

#### Third Year of Study

During the third year, students should complete any core and/or elective courses needed to fulfill the course requirement. The bulk of the third year will be devoted to research, preparing the Masters thesis, and preparing to apply to the COGS (for entry into the PhD program). Students who will stop at a Masters degree and who do not intend to apply to the COGS should plan to give their public seminar in the quarter in which they intend to graduate.

##### **Spring**

Graduate students who were admitted to the program prior to Autumn 2008 and who intend to apply to the COGS under the old guidelines should plan on giving their public seminar no later than Spring quarter.

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### **Fourth Year of Study**

For students who intend to apply for entry into the PhD program, the last quarter that they may apply for entry is autumn quarter of their fourth year. Graduate students who entered the program prior to Autumn 2008 may apply to the COGS via either the old or new guidelines; students entering Autumn 2008 or after must apply according to the new guidelines. Procedures detailing application to the COGS can be found in the Grad Program Guide; procedures, deadlines and a checklist are also available on the Grad Program website.

#### **Autumn**

For students applying to the COGS via the new guidelines, COGS materials are due no later than the last Friday before classes begin in autumn quarter. For students applying to the COGS via the old guidelines, COGS materials are due no later than the last day of the first week of classes in autumn quarter.

Public COGS seminars must be given during the first five weeks of autumn quarter (students applying under the old guidelines should have given a seminar no later than the previous spring quarter).

COGS decisions will be announced by the end of the quarter of application.

### **After Entry Into the PhD Program**

Upon entry into the PhD program, students focus almost exclusively on research and preparing for the general exam and doctoral thesis. Elective courses may also be taken to satisfy degree requirements and/or to support research. Students may also be required to TA a second quarter.

Students should set up their doctoral committee within one month of entry into the PhD program. The doctoral committee must consist of a minimum of five members, to include a Faculty Adviser/committee chair, three Graduate faculty in Atmospheric Sciences, and a Graduate School Representative (GSR). More information on the doctoral committee may be found on the Graduate School's website: <http://www.grad.washington.edu/stsv/doccommroles.htm>. In order to set up the committee, students must email the Student Services Coordinator with the names of their committee members and their roles.

The nominal timeline for taking the general exam is no more than one year after gaining entry into the PhD program.

The nominal timeline for taking the final exam is one year after successfully passing the general exam, although this time varies.