Milestones Agreement Form

Geosciences

This form is provided for the purpose of informing students about the academic milestones that they will be expected to reach in order to earn their Ph.D. degree as well as when they are expected to complete these milestones. Students are expected to reach each milestone within the specified time period in order to make satisfactory progress through the program. Students who are not making satisfactory progress may lose funding, be placed on academic probation, or be dismissed from the program.

Academic Advising

The PhD thesis research supervisor will serve as advisor for the purposes below. The graduate co-advisors for the UTD Dept of Geosciences are Dr. Tom Brikowski and Dr. Robert Stern.

- The advisor will provide the student with guidance and mentoring and will seek the assistance of other faculty and graduate school resources when necessary to support the student’s academic and career development.
- The advisor will ensure that a mutually agreed upon set of expectations and goals for the student are in place and assessed periodically.
- The advisor will help the student assemble a thesis/dissertation committee.
- The advisor will provide career advice and links to information on previous graduate placement.
- The advisor will be accessible to give advice and feedback on career goals.

Academic advising includes the following elements that are designed to ensure that students remain in good academic standing and make satisfactory progress through the program:

- Reviews between student and advisor will be conducted annually. The results of this review will be included in the program’s annual doctoral progress report.
- Suggestions on course selection
- Review of Degree Plan to determine if modifications are necessary
- Clarification of the timetable for completing any remaining course requirements, examinations, and other requirements
- Assistance in understanding the requirements for successful completion of dissertation
## Requirements for all Ph.D. Students in the Geosciences Program

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Expected Time of Achievement</th>
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</thead>
<tbody>
<tr>
<td>Review of Student’s Progress with the supervisory committee</td>
<td>Annually</td>
</tr>
<tr>
<td>Select a Dissertation Advisor</td>
<td>Before the start of the student’s second long semester in the program</td>
</tr>
<tr>
<td>Dissertation Committee Appointed and Approved</td>
<td>By the end of the fourth long semester in the program</td>
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<tr>
<td>Dissertation Proposal Completed and Approved</td>
<td>By the end of the fourth long semester in the program</td>
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<tr>
<td>Successful completion of oral qualifying exam</td>
<td>By the end of the fourth long semester in the program</td>
</tr>
<tr>
<td>Relevant Coursework Successfully Completed</td>
<td>By the end of the tenth long semester in the program</td>
</tr>
<tr>
<td>Dissertation Completed and Approved by Committee</td>
<td>Before the deadline for dissertation defense in the tenth long semester in the program</td>
</tr>
<tr>
<td>Dissertation Accepted by Graduate School</td>
<td>Before the deadline for dissertation completion in the tenth long semester in the program</td>
</tr>
<tr>
<td>Exit Interview Completed and Submitted To SED</td>
<td>By the end of the tenth long semester in the program</td>
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</tbody>
</table>

## Degree Completion Checklist for Students

- Maintain active student status by registering for courses every fall and spring semester
- Submit your signed Milestones Agreement Form to your advisor before the end of your first year
- Complete all required organized coursework
- Schedule and successfully complete required qualifying exams
- Select the Chair and members of your dissertation committee
- Prepare and successfully present your dissertation proposal
- Apply for Advancement to Candidacy
- Enroll in required dissertation hours and complete your dissertation
- Successfully complete your defense of your dissertation
- Submit required documentation to the Graduate School for completion and graduation

I have read this form and have had the opportunity to discuss the information contained in it with my advisor. I understand the academic milestones that I am expected to reach in order to successfully complete the Geosciences program, as well as the expected timeline for completing these milestones.

______________________________________                  ___________________  
Student’s Signature     Date

______________________________________                  ___________________  
Advisor’s Signature     Date