Graduate Program Milestones
Autumn 2023 – PLNTPTH 8899

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9/01/2023
Autumn 2023

- 13 M.S. Plant Pathology
- 23 Ph.D. Plant Pathology
- 1 Environmental Science Grad Program
- ≈ 30 Master in Plant Health Management (Professional degree)
Spring and Summer 2023 Graduates (including end of semester Summer)

Isabel Emanuel
Amy Miller
Caleb Kime
Lijing Zhao
Daniela Gutierrez Yanez
Ersan Selvi
Brittany Heigley
Ian Rabinowitz
Olivia Lang
Conner Johnson
Rachel Cochran
Understand your paycheck

In Workday.osu.edu
Pay app
Payslips
Today we will highlight:

- For all students: to do items
- For graduating students
- For the candidacy exam
WHEN WHAT'S AHEAD FEELS DAUNTING

REMEMBER WHAT YOU'VE ALREADY OVERCOME

LIZ FOSSLIER
All students
Friday, Sept. 15, 2023 (the fourth Friday of the semester):

Last day to **drop** a full semester course without receiving a W (withdrawn) on the student’s record

Last day to **drop** a full semester course using online registration
• Maintain a minimum 3.0 GPA
• Make reasonable progress to degree

gradsch.osu.edu/graduate-school-handbook-gsh/gsh-section-5-academic-and-professional-standards
All Students:
All Students:

- Establish your Student Advisory Committee (SAC)
  - Usually 3-5 faculty
    - At least 2 from Plant Pathology

- Meet regularly with your Advisor and Student Advisory Committee
All Students:

• Establish your Student Advisory Committee

• Meet regularly with your Advisor and Student Advisory Committee

Form 1:

Your Advisor and SAC can help you with:

- Your research plan
- Your class schedule

Documented on Form 1
(forms can be found on the Grad Corner website:
plantpath.osu.edu/grad-corner)
All Students:

• Establish your Student Advisory Committee

• Meet regularly with your Advisor and Student Advisory Committee

Form 3:

Your Advisor and SAC can also help you with:

- Goal setting and timelines

Documented on Form 3 - Student Evaluation, Goal Setting and Progress

(plantpath.osu.edu/grad-corner)
All Students:

- Keep record of your activities, accomplishments for your CV

Form 4:

Annual accomplishments are documented on Form 4 – Student Accomplishments

This is important for department reporting (put this in a Word document so I can copy and paste into reports)
All Students:

Annual seminars or presentations

Many local opportunities in addition to professional society meetings:

• CFAES Annual Research Forum
• OSU Plant Sciences Symposium
• Kowlett Seminars
• Hayes Advances Research Forum (Council of Graduate Students)
• Plant Pathology Spring Symposium
• MPHM Webinars
Annual seminars or presentations

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• MPHM Webinars

All Students:

First-Year Students:

End of Spring/Early Summer

Plant Pathology Spring Symposium
First Year Students present research proposals (15-20 minutes)
First Year

Form 1

__ Work with advisor to establish SAC
   ___ Plan coursework
   ___ Discuss research

___ Plan Research Proposal

___ Present Proposal
   (15-20 min., Spring Symposium)
First Year

Form 1
___ Work with advisor to establish SAC
___ Plan coursework
___ Discuss research

___ Plan Research Proposal

___ Present Proposal
   (15-20 min., Spring Symposium)

Annually

___ Form 3 - Student Evaluation,
   Goal Setting and Progress
___ Form 4 - Accomplishments
___ Seminar
When you are planning to graduate . . .
Final Semester

The final semester of a student's graduate school career at Ohio State has many activities and requirements that must be planned carefully.

A graduate student's last semester can be filled with important milestones and deadlines.

See Deadlines on the Graduate School Website.
GRADFORMS is an online portal for the graduate community at Ohio State that provides submission and storage of graduate forms that pertain to programmatic, registration and graduation process within a student's academic career.

Quick Reference for Students
A quick reference guide for students needing support to submit various forms the GRADFORMS.

Student Guide

Quick Reference for Faculty
A quick reference guide for faculty and program coordinators that walks through basics of approving applications and submitting reports.

Faculty Guide

Application Workflow
Quick guide for support Applications to Graduate, Applications for Candidacy Exams and Applications for Final Exams.

Application Guide

Support Resources
How to: Apply to Graduate (Student)
How to: File a Petition
How to: Schedule an Exam
How to: Check Your Name for Graduation
How to: Transfer of Graduate Credit
How to: Dual Degree
How to: Course Petitions
How to: Combined Degree

3D, AGRICULTURAL, and ENVIRONMENTAL SCIENCES
Graduation

Final Semester

The final semester of a student’s graduate career at Ohio State has many activities and requirements that must be planned carefully.

A graduate student’s last semester of enrollment is also his or her semester of graduation. Graduating students are responsible for meeting important milestones and deadlines.

See Deadlines on the Graduate School Calendar

Examinations

Graduate degree examinations are a major milestone in all graduate students’ pursuit of their graduate degree. Much hinges on the successful completion of these examinations, including the ability to continue in a graduate program.

The rules and processes set by the Graduate School ensure the integrity of these examinations for graduate students, the graduate faculty, and for Ohio State.

Examination Information

Dissertation and Theses

The dissertation is the hallmark of the research expertise demonstrated by a doctoral student. It is a scholarly contribution to knowledge in the student’s area of specialization.

A thesis is a hallmark of some master’s programs. It is a piece of original research, generally less comprehensive than a dissertation and is meant to show the student’s knowledge of an area of specialization.

Dissertation and Thesis Information
Graduation

Examinations

Graduate degree examinations are a major milestone in all graduate students’ pursuit of their graduate degree. Much hinges on the successful completion of these examinations, including the ability to continue in a graduate program.

The rules and processes set by the Graduate School ensure the integrity of these examinations for graduate students, the graduate faculty and for Ohio State. Graduate students are expected to follow all rules and processes pertaining to examinations. Please see below for more information on deadlines, and degree rules for different graduate degree types.

Prior to scheduling an exam, students must coordinate with their advisor and examination committee to determine a mutually acceptable date and time for the oral exam. Exams must take place during university business hours, Monday through Friday. Exams may be held on Ohio State’s campus or via video conference, dependent upon unanimous agreement by the student and committee.

Doctoral Examinations

All PhD and DMA degrees require a candidacy examination and a final examination. Some graduate programs also require a preliminary examination.

Professional Doctoral Examination

Professional doctorate students must submit their Application for Professional Exam via GRADFORMS and have this approved by their program and advisor at least two weeks prior to the proposed exam date.

Master’s Examination

The master’s examination is administered under the auspices of the local program’s graduate studies committee.
Graduation

dissertations-and-theses

Dissertations and Theses

The dissertation is the hallmark of the research expertise demonstrated by a doctoral student. It is a scholarly contribution to knowledge in the student's area of specialization. By researching and writing a dissertation, the student is expected to demonstrate a high level of knowledge and the capability to function as an independent scholar.

A thesis is a hallmark of some master's programs. It is a piece of original research, generally less comprehensive than a dissertation, and is meant to show the student's knowledge in an area of specialization.

Templates

Format Check (Grad School)
Applications to Graduate are initiated by grad students

If you are planning to graduate in Autumn 2023:

- Application to Graduate, Due 3rd Friday: Sept. 8, 2023

Advisor and GSC chair (Dr. Qu) approval
(but you need to list entire committee on the form)
Communicate with your advisor and GSC Chair before submitting the Gradform.

Advisor and the GSC chair (Feng Qu) will get an e-mail with a link to the form (for approval).

Then, YOU can MONITOR the progress of your Gradform.
Application to Graduate (Gradforms)

On the Gradform, “End of Semester” means you will finish after the graduation deadline but before first day of Spring semester.

The End-of-Semester deadline for the exam and thesis/dissertation is January 5, 2023.
Application to Graduate

Do *not* check ☑ End-of-Semester option unless you are planning for that option.

If it turns out that you can’t complete degree requirements by the graduation deadline, just contact the Grad School. You can still use the End-of-Semester option.
Committee and Examination Petition (Gradforms)

This is the Gradform to add external faculty to your Final Examination Committee

For Ph.D. Exams, you’ll need the CV of your external member

On the form, explain WHY (expertise of the member) and indicate their availability (e.g., USDA labs co-located in same building on campus, or readily available via Zoom)
Applications to Graduate Due: September 8, 2023
Examinations and Reports completed by: November 22, 2023
Approved thesis and dissertation submitted and accepted by: December 1, 2023
Commencement: December 17, 2023
End of Semester Deadline: January 5, 2024
Scheduling your Exit Seminar and Oral Exam

Work with your committee to determine your final seminar date + oral exam.
- Schedule a room reservation

For PhD students (but not required for M.S. students):
You must submit the Application for Final Exam (Gradform) 2 weeks before your Oral Exam date
For PhD students
Application for Final Exam
Need committee approval 2 weeks before Oral Defense

MS and PhD students
Give your committee members at least 2 weeks to go over your thesis/dissertation before the final exam.

For PhD students, that means you’ll need to have dissertation done 4 weeks before your planned Oral Defense.
For Graduation

__ Application to Graduate (Gradform)
__ Committee and Examination Petition (if needed) Gradform)

__ Determine date for your Exit Seminar and Oral Exam
   __ Schedule room reservations

__ PhD students: Submit Application for Final Exam Gradform)
If you are planning to take the candidacy exam this year
PhD Candidacy Exam

gradsch.osu.edu/graduate-school-handbook-gsh/gsh-section-7-doctoral-degrees#section7.3

- Candidacy exam: minimum 4 Graduate Faculty members, including your advisor (Graduate School rule)
  - Graduate faculty are generally the tenure-track faculty who are approved to serve as graduate advisors and committee members
  - You can have more than 4 members
    - You can also add external members (e.g. USDA, or non-OSU faculty)
PhD Candidacy Exam

[Link to online handbook](http://gradsch.osu.edu/graduate-school-handbook-gsh/gsh-section-7-doctoral-degrees#section7.3)

- Work with your Candidacy Exam committee to establish a time frame and format (exam or proposal)
PhD Candidacy Exam

- Work with your Candidacy Exam committee to establish a time frame and format (Exam or Proposal)

- Check your committee members’ availability:
  - Establish dates for the written exam and the oral exam (oral exam normally 2-4 weeks after the written exam)

[Link to OSU Graduate School Handbook](gradsch.osu.edu/graduate-school-handbook-gsh/gsh-section-7-doctoral-degrees#section7.3)
After you pass your candidacy exam:

You can file for an **MS in Plant Pathology** on the basis of passing your candidacy exam –

To do this, you must fill out an Application to Graduate (gradforms.osu.edu)
Forms need to be *approved* (by all who need to approve it) by the DEADLINE!
For Candidacy Exam

__ Discuss with your SAC: the format (grant proposal or examination format
__ Submit Committee and Examination Petition (if needed) (Gradform)
__ Establish dates for the Written Exam and the Oral Exam
  __ Schedule room reservations
__ Submit Application for Candidacy at least 2 weeks before the Oral Exam (Gradform)
Where to find help (not necessarily in this order)

Your advisor, other faculty
Grad studies chair, Department chair
Plant Pathology Graduate Students
CFAES Graduate Advisory Council
Student Advocacy Center (advocacy.osu.edu)
Counseling and Consultation Services (ccs.osu.edu)
  Individual counseling, support groups
  Columbus and Wooster each have a CFAES dedicated counselor

Reporting Discrimination, etc.: equity.osu.edu/

Graduate School Ombuds

Keep seeking help! ❤