

## CHECKLIST OF KEY MILESTONES\*

### JDP—Public Health/Health Behavior

√	MILESTONE OR KEY REQUIREMENT	FORM	WHEN	
	Register at institutions following instructions from SDSU and UCSD Graduate Coordinators	--	All semesters/quarters except summers according to requirements for each campus	
	Form Advisory Committee	--	1 <sup>st</sup> semester of year 1	Y E A R  1
	Complete annual evaluation	online	Each spring prior to June 1st	
	Complete SDSU coursework	--	Year 1	
	Complete annual evaluation	online	Each spring prior to June 1st	
	Complete UCSD coursework	--	Year 2	Y E A R  2
	Complete written qualifying exam	--	After all coursework is completed	
	Form Dissertation Committee	<b>JDP Form-2</b>	After pass written qualifying exam	Y E A R  3
	Defend dissertation proposal (oral qualifying exam) <sup>1</sup> –Advance to Candidacy	<b>JDP Form-3</b>	After forming dissertation committee & writing dissertation proposal	
	Obtain IRB approval	IRB protocols	After finalizing procedures with committee's approval	
	Conduct dissertation research & write dissertation	--	After passing dissertation proposal defense	Y E A R  4
	Meet with UCSD OGS for preliminary formatting appointment	--	Prior to dissertation defense	
	Defend dissertation <sup>2</sup>	<b>JDP Form-5</b>	When chair okays this	
	Meet with UCSD OGS for final formatting appointment	--	After dissertation defense & finalizing the dissertation documents	
	Take copy of dissertation to SDSU	--	After OGS final appointment	
	Sign up for graduation <sup>3</sup> CONGRATULATIONS!	--	Before the deadline of the semester you will graduate	

\* This checklist contains some of the important milestones, but should **not** be used in place of the full Student Manual or other supporting documents from UCSD and SDSU. Students should consult with these other resources for important details and explanations regarding procedures and policies.

<sup>1</sup> Student must provide dissertation proposal to committee at least 10 days prior to the proposal defense.

<sup>2</sup> Student must provide dissertation to committee at least 30 days prior to the dissertation defense.

<sup>3</sup> Regardless of which institution's commencement ceremony you wish to participate in you must apply for graduation at SDSU. If you plan to participate in the commencement ceremony at UCSD, you must also apply for graduation there.