

5 Year Joint B.S./M.S. Degree in Molecular Biology Effective for students entering Spring Semester 2010

This document is 2 pages long.

Students pursing the M.S. degree in Molecular Biology are expected to complete their program in 1 additional year over a B.S. degree, on average.

1. Application Process and Choice of Thesis Project Adviser

A University of Wyoming undergraduate student interested in pursuing an M.S. degree in Molecular Biology is expected to directly contact molecular biology faculty members in order to identify a sponsor/ adviser of their study. Once an adviser is identified, a complete application package for the graduate study should be submitted to the Molecular Biology Graduate Program Chairperson via e-mail before the end of the first semester of their senior year. The application package consists of a letter of interest including a research proposal, current CV, and a copy of Academic Records. The applicant is expected to arrange for at least two Letters of Recommendation and a Letter of Commitment from the adviser to be sent directly to the Graduate Program Chairperson via e-mail or regular mail.

2. Program of Study

A Program of Study for a student must be filed to the Molecular Biology Graduate Program Chairperson and Office of Registrar before the end of the fall semester of the senior year. The Program of Study must include a minimum of 30 semester hours of credit at the 4000-level or above from UW that is not counted towards the B.S. degree. 15 of the 30 hours must be completed as specified below:

Requirements for fulfilling the 15 specified hours of the 30-hour requirement:

- 6 hours total of General Biochemistry MOLB 4600/5600 and MOLB 4610/5610 with grades of B or better. (If a student has already taken the MOLB 4600/4610 sequence as an undergraduate or MOLB 5600/5610 as a graduate student and received grades of B or better in each course, the General Biochemistry requirement will have been fulfilled and thus only 9 of the 30 hour-requirement will be specified.)
- 1 cr of MOLB 5050 must be taken the first semester a student enrolls.
- 2 cr of MOLB 5051 or 5052 must be taken.
- 6 hours of the advanced molecular biology core (5000 level) courses.
- According to university rules, students may reserve credits from the undergraduate period of their degree to count towards the 30 hour requirement.

The program of study must be approved in advance by the Department Chair and the Dean of the College of Agriculture.

3. M.S. Committee

The student's major adviser will serve as chairperson of the student's committee. The remaining committee members (at least two) will be recommended jointly by the major adviser and the student involved. At least one committee member must be a member of the graduate faculty from another department at U.W. An additional member (making a total of four) may be added to the committee (see Graduate School Bulletin). An additional member does not necessarily have to be a faculty member from this university. The committee must be approved by the Department Chair and the Dean of the College of Agriculture.

4. Continuing Enrollment

Once a student has completed 90% of their course work and has a program of study filed, the student may register for only 1 credit hour per semester instead of being a full-time student. A student may wish also to enroll in 1 credit of MOLB 5960 in order to have a record of enrolling in research credits, however this is not a requirement.

A student has an option of enrolling as a part-time student after having completed 90% of their coursework or for other reasons. This needs an approval of the adviser for each semester. In the case of part-time student status, the student should arrange to receive the optional fee package by filing a "Petition for the optional student fee package." (To complete this form, a student will need the date on which the Program of Study was filed). The optional fee package will enable the student to have the same benefits as a full-time student (access to student health, etc.) If the optional fee package is to be purchased, it must be done by the last day to add a course each semester (see the Graduate Catalog and the Class schedule.) Registration for only 1 credit hour plus the optional fee package will allow a substantial savings in tuition and fees' cost.

A student who elects to enroll as a part-time graduate student is still eligible for the full graduate stipend. If a student has a loan such as a Stafford federal loan, they may be required to enroll for at least 4.5 credit hours in order to retain eligibility for the loan.

5. Progress Meeting With Committee

The student is expected to hold a committee meeting to report on research progress by the end of their senior year.

6. Teaching Duties

Master's students are encouraged to serve as teaching assistants if it fits their career goals. If students choose to teach, then the department chair should be consulted on course assignments.

7. Support

Financial support is at the discretion of the advisor. The following conditions may result in termination of financial support: cumulative GPA below 3.0, unsatisfactory progress as determined by the committee, termination of candidacy for the M.S. degree, or completion of two years of post- B.S. support unless the adviser approves a written request by the student for an extension of the grant-supported position.

8. Final Thesis Preparation and Defense

Before the final thesis defense, the student is required to review the proposed content of the thesis with the student's thesis committee prior to commencing the writing or at least 3 months prior to the anticipated date of the defense. This meeting provides the student with the advantage of an early review. The thesis should then be presented in typed form to the student's committee at least three weeks prior to the scheduled defense. Faculty members will have 10 days from the date of receipt of the manuscript to suggest major changes in content and register any other significant objections.

Masters candidates must have completed course requirements as specified earlier. The student will take an oral examination by the student's thesis committee. Any interested member of the Graduate Faculty may also participate in the oral examination. However, only members of the thesis committee will be allowed to vote. At least two weeks following a successful oral examination, the student will be expected to schedule a public thesis defense. The student must present the completed thesis to the committee no later than one week prior to the public thesis defense date.