



**Department of Biological Sciences
Spring and Summer 2022 Semester
Graduate Program Information and Deadlines
gradbio@wiu.edu**

A lot of important information regarding the Graduate Program and opportunities are found through the Department of Biological Sciences, Graduate Program, and School of Graduate Studies websites:

<http://wiu.edu/biology/>

http://wiu.edu/cas/biological_sciences/graduate/index.php

http://www.wiu.edu/graduate_studies/

M.S. Program Options

http://wiu.edu/cas/biological_sciences/graduate/GraduateProgramPlans2020.pdf

Steps to Complete Your Degree

http://wiu.edu/cas/biological_sciences/graduate/docs/StepsGraduateProgram2020.pdf

Scholarships/Grants:

February 15 2022 - Graduate Student Research and Professional Development Fund applications are due. Send proposal as a PDF file via email to the graduate coordinator. Details of proposal requirements:

http://wiu.edu/cas/biological_sciences/graduate/index.php

http://wiu.edu/cas/biological_sciences/info/scholarships.php

Students planning to graduate this Spring 2022 semester:

Mar 10 2022 - Application for graduation: deadline to submit application to complete graduate degrees

http://wiu.edu/graduate_studies/current_students/forms/clear.pdf

Thesis and Project Plan Students:

4 Mar 2022 – Deadline to send thesis to the thesis committee. Thesis must be approved by the advisor before sending it to the committee.

18 Mar 2022 – Deadline to schedule thesis defense and exit exam and send announcement to the department. Oral presentation deadline: the semester you are completing your degree, during the biology symposium or department seminars, dependent on approval from your research advisor. Coordinate with your advisor and committee to schedule your seminar. The Committee must be present and a general announcement needs to be sent to the department a week in advance of the seminar, if it is during a time different than the Natural Science Research Symposium

8 Apr 2022 – FINAL deadline to submit your thesis to the Graduate Coordinator. The thesis must be your final version approved and with signatures of your advisor and thesis committee. Only approved final versions will be accepted.

May 6 2022 – Online thesis submission deadline

Coursework Plan Students: May 13 – Deadline to pass oral exam

All Students

May 13 2022 – Graduate Commencement

May 20 2022 – Deadline to clear deficiencies (e.g. pass defense, submit final thesis, grade conversion) for Spring 2022 completion date

Students planning to graduate this Summer 2022 semester:

June 10 2022 - Application for graduation: deadline to submit application to complete graduate degrees

http://wiu.edu/graduate_studies/current_students/forms/clear.pdf

Thesis and Project Plan Students:

Oral presentation deadline: the semester you are completing your degree, during the biology symposium or department seminars. Coordinate with your advisor and committee to schedule your seminar. The Committee must be present and a general announcement needs to be sent to the department a week in advance of the seminar, if it is during a time different than the Biology Research Symposium.

27 May 2022 – Deadline to send thesis to the thesis committee. Thesis must be approved by the advisor before sending it to the committee.

10 Jun 2022 – Deadline to schedule thesis defense and exit exam and send announcement to the department. Oral presentation deadline: the semester you are completing your degree, during the biology symposium or department seminars, dependent on approval from your research advisor. Coordinate with your advisor and committee to schedule your seminar. The Committee must be present and a general announcement needs to be sent to the department a week in advance of the seminar, if it is during a time different than the Natural Science Research Symposium

24 Jun 2022 – FINAL deadline to submit your thesis to the Graduate Coordinator. The thesis must be your final version approved and with signatures of your advisor and thesis committee. Only approved final versions will be accepted.

22 Jul 2022 – Online thesis submission deadline

Coursework Plan Students: 29 Jul 2022 – Deadline to pass oral exam

All Students

August 5 2022 – Deadline to clear deficiencies (e.g. pass defense, submit final thesis, grade conversion) for Spring 2022 completion date

Application for an assistantship in the Department of Biological Sciences (TA, TSA, GA, GRA positions):

Review requirements and make sure your documents are on file to be eligible for a TA/GA position.

http://www.wiu.edu/graduate_studies/prospective_students/gainfo.php

Important Forms: (http://wiu.edu/graduate_studies/forms.php)

Graduate Degree Plan (submit in your third semester to graduate studies):

http://wiu.edu/graduate_studies/current_students/forms/dp.pdf

Committee Approval Form (submit in your third semester to graduate studies)

http://wiu.edu/graduate_studies/current_students/forms/CommitteeApproval.pdf

Graduate Proposal (submit in your third semester to graduate coordinator)

Submit approved and signed proposal to graduate coordinator as a PDF file

http://wiu.edu/cas/biological_sciences/graduate/docs/2-ThesisProposalAPAv1FORMPDF.pdf

Graduate Proposal Form (submit in your third semester to graduate coordinator with proposal)

Application for Graduation (submit in your fourth semester/semester you plan to graduate to School of Graduate Studies--March 10 for spring graduation; June 10 for summer; October 10 for fall))

http://wiu.edu/graduate_studies/current_students/forms/clear.pdf

Petitions

http://wiu.edu/graduate_studies/current_students/forms/petition.pdf

Continuous Enrollment (695) (submit form to graduate studies, register after completing all courses and if you have an incomplete in Bio601 or Bio577, the form needs to be submitted only once-you are automatically enrolled in this in the following semester(s) until you complete your degree.)

http://wiu.edu/graduate_studies/current_students/forms/continuous_enrollment.pdf

Thesis online submission (School of Graduate Studies):

http://www.wiu.edu/graduate_studies/thesis_and_dissertation/submission.php

Department Clearance Form (submit after thesis online submission to graduate coordinator)

http://wiu.edu/cas/biological_sciences/graduate/docs/2-DepartmentClearanceFormFORMATPDF.pdf