

Entomology Graduate Degree Program Requirements

This document serves as a basic guide for entomology graduate students regarding policies and guidelines. All Entomology graduate students must meet two sets of requirements. One set involves NDSU Graduate School policies which can be seen in full in the NDSU Graduate Bulletin (http://www.ndsu.edu/gradschool/graduate_bulletin/). The second set of requirements is specialized for individuals pursuing graduate degrees in entomology, and has been established by graduate faculty in the NDSU Department of Entomology.

The NDSU Department of Entomology offers three graduate degree programs. Master of Science (M.S.) degrees can be obtained by completing requirements for either Plan A (thesis option) or B (paper option). However, the decision on which plan to undertake must be agreed upon by the student, major advisor, and supervisory committee. The third program is the Doctor of Philosophy (Ph.D.) program in Entomology, for which there are no optional plans. Table 1 summarizes the key differences in requirements for entomology graduate degree programs.

Table 1. Requirements for NDSU Department of Entomology graduate degree programs

Requirement	Masters (Plan A)	Masters (Plan B)	Ph.D.	Ph.D. (with previous MS)
Total minimum credits	30	30	90	60
Didactic courses (from 601-689, 691, 700-789, or 791)	16	21	27	15
Minimum credits from 700-789 & 791	0	0	15	15
Minimum research credits	6-10 (ENT 798)	2-4 (ENT 797)	0	0
Comprehensive/preliminary examination	No	No	Yes	Yes
Final examination/thesis defense	Yes	Yes	Yes	Yes
Submit to Graduate School	Thesis	Paper	Dissertation	Dissertation

Master of Science Thesis Option (Plan A) Requirements

Besides the requirements listed below, all M.S. students must meet all the requirements set forth by the NDSU Graduate School.

A degree requirement planner has been provided (Appendix A) to help you organize and prepare for all the requirements discussed below. Make sure to discuss all plans with your major advisor and your supervisory committee.

Courses & Plan of Study

All Plan A M.S. candidates must take at least three of the entomology courses listed in Table 2. If a student and his/her advisor feel the student cannot meet this requirement, approval must be obtained by the student's supervisory committee.

Table 2. Course choices for M.S. and Ph.D. degree programs in entomology at NDSU

Subject	Credits	Course number
Insect Pest Management	3	Entomology 631
Insect Ecology	3	Entomology 670
Insect Plant Interactions	3	Entomology 741
Systematic Entomology	5	Entomology 750
Immature Insects	3	Entomology 751
Insect Structure	4	Entomology 760
Insect Physiology	4	Entomology 761

Each student will also take graduate-level courses from other departments as appropriate for his/her program and graduate goals. Of the 30 graduate credits required for a M.S. degree, a minimum of 16 credits must be from courses approved for graduate credit numbered 601-689, 691, 700-789, and 791 (referred to as didactic courses). Plan A students must complete at least 6 thesis credits, but no more than 10.

A Plan of Study will be prepared by the student and his/her major advisor. The Plan of Study must meet all requirements of the Graduate School and the Entomology Department. The Plan of Study must be approved no later than twelve (12) months from when the student begins the program. Approval for the plan of study is needed from the supervisory committee (see below), Entomology Program Leader or Director of the School of Natural Resource Sciences, and the Dean of the Graduate School. Revisions in the plan of study must be approved by the student, supervisory committee, Entomology Program Leader or Director of the School of Natural Resource Sciences, and Dean of the Graduate School. The Graduate School Dean will officially notify the student, supervisory committee, and the Entomology Program Leader of all changes.

Supervisory Committee

In consultation with the major advisor, select at least three other individuals (≥ 4 total) to serve on the supervisory committee within the student's first six (6) months of enrollment in degree program. The supervisory committee should include: the major advisor, another faculty member of the Entomology Department, another NDSU faculty member (any department) or a qualified off-campus expert in the field of study, and the Graduate School appointee. The Graduate School appointee must be a full member of the NDSU graduate faculty and be from a department outside of the home program. For Entomology graduate students, this member can be anyone from outside of Entomology, including other NDSU faculty, faculty from the School of Natural Resource Sciences, or adjunct faculty that are not NDSU employees. The student may have additional committee members from any of the categories above.

The student and advisor shall conduct the first meeting of the supervisory committee no later than 1 year from when the student begins his/her program.

Thesis Research Proposal

The student must prepare a thesis research proposal in which his/her research project and all associated subcomponents are proposed for inclusion in the thesis/dissertation. The proposal should be submitted to the major advisor and subsequently presented to the supervisory committee within the first year (preferably during the first full semester) of the student's program. The specific nature of the proposal will be determined by the major advisor. The project(s) proposed therein by the student must be approved by the major advisor and supervisory committee.

The thesis proposal is usually 5-15 pages long, and a typical format may include:

1. TITLE & ABSTRACT
2. INTRODUCTION & OBJECTIVES
3. MATERIALS AND METHODS
4. EXPECTED RESULTS & PITFALLS
5. REFERENCES

Thesis Preparation

The thesis is typically prepared following the same general pattern/format as that of the proposal. It is best to submit draft sections of the thesis to the major advisor as they are completed, obtain suggestions for improvement, and prepare subsequent revisions based on those suggestions. It also is recommended that near-final drafts of all sections of the thesis be completed several months before the final oral examination is held. The major advisor has the authority to require a satisfactory, completed draft of the thesis before approving/submitting the Request to Schedule (final) Examination form.

Under the guidance of the major advisor, each candidate shall prepare a thesis that must meet approval of the Entomology Program Coordinator, the supervisory committee, and the Dean of the Graduate School. General instructions on the format for papers are included in the NDSU Graduate School Guidelines for the Preparation of Dissertations, Theses, and Papers (http://www.ndsu.edu/gradschool/current_students/dissertations_theses_and_papers/format/).

M.S. Final Examinations & Thesis Submission

To prepare for the final examinations, students must first receive approval from the major advisor to schedule the examination. When permission is received, the student must consult with the supervisory committee and agree upon a time and date for the final examination. At least fourteen (14) days before the examination is scheduled to be held, a Request to Schedule Examination form must be sent to the Graduate School. In addition, the thesis must be submitted in near-final form to the supervisory committee members at least fourteen (14) days before the final examination. The major advisor, in consultation with the supervisory committee, may require an earlier deadline for distributing the thesis to the committee.

Immediately before the oral examination, the student will present a seminar on his/her thesis results to the Entomology Department. This seminar should be advertised to the Department, College, and other interested parties at least seven (7) days before the defense date. This seminar is part of the oral examination/defense, and members of the supervisory committee must be present during the presentation.

The final examination will be an oral examination and it should be scheduled, at the discretion of the major advisor, for approximately a 3-hour block of time. The structure and content of the final examination will be determined by the major advisor and supervisory committee, and it will comply with NDSU Graduate School policies.

The supervisory committee will review the student's responses and determine whether the student has passed or failed the examination. A negative (i.e., fail) vote by more than one member of the student's committee will signify failure of the final examination. See "**Final Examination**" section of Graduate School Requirements for more complete information on policies regarding examination failures. Students should be sure that the major advisor (or committee designee) immediately reports the results of the final examination to the Dean of the Graduate School by using the Report of Examination form.

Students should review the comments provided by the major advisor and supervisory committee members and make the appropriate changes to the thesis. When the corrected version of the thesis has met the approval of all committee members, it should be submitted to the Graduate School for approval. Include a copy of approval letters from appropriate committees (IRB, IBC, IACUC) if required for thesis research. Submit the Graduate School's completion package fee to the Graduate School with this near-final thesis draft. Revision(s) of this version of the thesis or paper may be required.

When final approval has been received from the Graduate School, submit 5 final and approved copies of the thesis. Final submission must be made within one (1) year of the final examination. Failure to do so results in the administration of a second final examination. Degree date is based on the date when final copies are submitted to the Graduate School.

The final examination must be passed at least seven (7) days before commencement in order to participate in the commencement ceremony (participation is optional).

Master of Science Comprehensive Study/Paper Option (Plan B) Requirements

The Plan B option is offered for individuals who wish to attain a broader range of knowledge in entomology rather than focus on the completion of an independent and novel research project.

Most requirements are the same for Plan B and Plan A students, with the important exceptions of the required coursework and the completion of an alternative creative component. These differences are discussed below. See requirements for Plan A students and Appendix A for more helpful information.

Courses & Plan of Study

All Plan B M.S. candidates must take at least four of the entomology courses listed in Table 2. Students will also take graduate-level courses from other departments as deemed appropriate for their program. Of the 30 graduate credits required for a M.S. degree, a minimum of 21 credits must be in courses approved for graduate credit that are numbered 601-689, 691, 700-789, or 791 (referred to as didactic courses). Plan B programs also must include at least 2 but not more than 4 research credits (course number 797).

Creative Component

Instead of a research thesis, Plan B M.S. students must complete an alternative creative component. The creative component must demonstrate the student's ability to do scholarly study appropriate to the major field. It also must present evidence of appropriate written expression. The creative component is the basis for opening the oral examination. The form and structure of the creative component must be approved by the major advisor and the supervisory committee.

Like the thesis, the creative component must be received by the supervisory committee at least fourteen (14) days before the final oral examination. The major advisor, in consultation with the supervisory committee, may require an earlier deadline for distributing the thesis to the committee. Follow all other instructions as discussed for the thesis, including following the general instructions on the format for papers in the NDSU Graduate School's Guidelines for the Preparation of Dissertations, Theses, and Papers (http://www.ndsu.edu/gradschool/current_students/dissertations_theses_and_papers/format/).

Doctor of Philosophy Requirements

Besides the requirements listed below, all Ph.D. students must meet all the requirements set forth by the NDSU Graduate School.

A degree requirement planner has been provided (Appendix B) to help you organize and prepare for all the requirements discussed below. Make sure to discuss all plans with your major advisor and your supervisory committee.

Courses & Plan of Study

All Ph.D. candidates must take at least four of the entomology courses listed in Table 2. If the student successfully completed (i.e., earned an A, B, or equivalent numerical score) entomology courses while pursuing a Master of Science degree, either at NDSU or another institution, such courses may be counted toward the four required entomology courses. If a student and his/her advisor feel the student cannot meet the four-course requirement, approval must be obtained by the supervisory committee.

A student will also take graduate-level courses from other departments as deemed appropriate for his/her program by the major advisor and supervisory committee. To earn a Ph.D. in Entomology, at least 90 semester graduate credits, of which not less than 27 credits must be in courses approved for graduate credit (i.e., those numbered 601-689, 691, 700-789, and 791; referred to as didactic courses). Of these 27 credits, not fewer than 15 credits must be 700-level courses (i.e., 700-789 & 791). A student matriculating with a Master of Science degree, including a degree earned at an international institution, must earn not fewer than 60 graduate credits at NDSU. Of these credits, not fewer than 15 credits must be NDSU courses at the 700 level (700-789 & 791).

A Plan of Study will be prepared by the student and his/her major advisor. The Plan of Study must meet all requirements of the Graduate School and the Entomology Department. The Plan of Study must be approved no later than twelve (12) months from when the student begins the program. Approval for the plan of study is needed from the supervisory committee (see below), Entomology Program Leader or Director of the School of Natural Resource Sciences, and the Dean of the Graduate School. Revisions in the plan of study must be approved by the student, supervisory committee, Entomology Program Leader or Director of the School of Natural Resource Sciences, and Dean of the Graduate School. The Graduate School Dean will officially notify the student, supervisory committee, and the Entomology Program Leader of all changes.

Supervisory Committee

In consultation with the major advisor, select at least three other individuals (≥ 4 total) to serve on the supervisory committee within the student's first six (6) months of enrollment in degree program. The supervisory committee should include: the major advisor, another faculty member of the Entomology Department, another NDSU faculty member (any department) or a qualified off-campus expert in the field of study, and the Graduate School appointee. The Graduate School appointee must be a full member of the NDSU graduate faculty and be from a department outside of the home program. For Entomology graduate students, this member can be anyone from outside of Entomology, including other NDSU faculty, faculty from the School of Natural

Resource Sciences, or adjunct faculty that are not NDSU employees. The student may have additional committee members from any of the categories above.

The student and advisor shall conduct the first meeting of the supervisory committee no later than 1 year from when the student begins his/her program.

Dissertation Research Proposal

The student must prepare a dissertation research proposal in which his/her research project and all associated subcomponents are proposed for inclusion in the thesis/dissertation. The proposal should be submitted to the major advisor and subsequently presented to the supervisory committee within the first year (preferably during the first full semester) of the student's program. The specific nature of the proposal will be determined by the major advisor. The project(s) proposed therein by the student must be approved by the major advisor and supervisory committee.

The dissertation proposal is usually 5-15 pages long, and a typical format may include:

1. TITLE & ABSTRACT
2. INTRODUCTION & OBJECTIVES
3. MATERIALS AND METHODS
4. EXPECTED RESULTS & PITFALLS
5. REFERENCES

Written Comprehensive/Preliminary Examination

The written portion of the comprehensive/preliminary examination must be scheduled and passed before a request may be sent to the Graduate School to schedule the oral portion of the preliminary examination. The Graduate School requires a Request to Schedule Examination form be received at least two weeks before the proposed start of the written preliminary examination. A period of several days, as determined by the major advisor in consultation with the supervisory committee, should be specified on the Request to Schedule form to allow for completion of all segments of the examination. Generally, an examination period of not more than two weeks should be requested unless special circumstances exist and the Entomology Program Leader approves a longer period.

The specific format of the exam will be determined by the major advisor and supervisory committee. Examples include written questions submitted by 3-4 faculty members, writing of a publishable review article, a grant proposal, or a set of assigned readings with corresponding written essays.

The supervisory committee will review the student's responses and determine whether the student has passed or failed the examination. A negative (i.e., fail) vote by more than one member of the student's committee will signify failure of the final examination. See "**Final Examination**" section of Graduate School Requirements for more complete information on policies regarding examination failures.

Oral Comprehensive/Preliminary Examination

After the written exam has been passed and the Graduate School has posted the results to the committee, the request to schedule the oral examination may be submitted. Note that the

Graduate School requires that the request to schedule be received at least two (2) weeks before the proposed date. This examination should be scheduled, at the discretion of the major advisor, for period of 3+ hours.

The oral comprehensive/preliminary examination is intended to test the student's knowledge about entomology. The exact structure and content of the exam will be determined by the supervisory committee. Some questions could relate to research methods or fundamental background in the topic of the student's dissertation, but should not be based on specific dissertation research results. Follow-up questions from the written comprehensive/preliminary examination may be asked.

The supervisory committee will review the student's responses and determine whether the student has passed or failed the examination. A negative (i.e., fail) vote by more than one member of the student's committee will signify failure of the final examination. See "**Final Examination**" section of Graduate School Requirements for more complete information on policies regarding examination failures.

Dissertation Preparation

The dissertation is typically prepared following the same general pattern/format as that of the proposal. It is best to submit draft sections of the dissertation to the major advisor as they are completed, obtain suggestions for improvement, and prepare subsequent revisions based on those suggestions. It also is recommended that near-final drafts of all sections of the dissertation be completed several months before the final oral examination is held. The major advisor has the authority to require a satisfactory, completed draft of the thesis before approving/submitting the Request to Schedule (final) Examination form.

Under the guidance of the major advisor, each candidate shall prepare a thesis that must meet approval of the Entomology Program Coordinator, the supervisory committee, and the Dean of the Graduate School. General instructions on the format for papers are included in the NDSU Graduate School Guidelines for the Preparation of Dissertations, Theses, and Papers (http://www.ndsu.edu/gradschool/current_students/dissertations_theses_and_papers/format/).

Final Examination/Dissertation Defense

To prepare for the final examinations, students must first receive approval from the major advisor to schedule the examination. When permission is received, the student must consult with the supervisory committee and agree upon a time and date for the final examination. At least fourteen (14) days before the examination is scheduled to be held, a Request to Schedule Examination form must be sent to the Graduate School. In addition, the thesis must be submitted in near-final form to the supervisory committee members at least fourteen (14) days before the final examination. The major advisor, in consultation with the supervisory committee, may require an earlier deadline for distributing the thesis to the committee. The candidate is strongly advised to personally meet with the Graduate School to verify that all courses on the Plan of Study have been completed and that the required grade point average has been attained. The Dean of the Graduate School will formally notify the committee and the student when and where the examination has been scheduled.

Immediately before the oral examination, the student will present a seminar on his/her thesis results to the Entomology Department. This seminar should be advertised to the Department, College, and other interested parties at least seven (7) days before the defense date. This seminar is part of the oral examination/defense, and members of the supervisory committee must be present during the presentation.

The final examination will be an oral examination and it should be scheduled, at the discretion of the major advisor, for approximately a 3-hour block of time. The final examination typically focuses on the dissertation; however, the major advisor and other members of the supervisory committee can also expand questioning to include other topics. This questioning can cover previous coursework, general scientific knowledge, and any areas with which the candidate may have had difficulty addressing during the comprehensive/preliminary examinations. The exact structure and content of the final examination will be determined by the major advisor and supervisory committee, and it will comply with NDSU Graduate School policies.

The supervisory committee will review the student's responses and determine whether the student has passed or failed the examination. A negative (i.e., fail) vote by more than one member of the student's committee will signify failure of the final examination. See "**Final Examination**" section of Graduate School Requirements for more complete information on policies regarding examination failures. Students should be sure that the major advisor (or committee designee) immediately reports the results of the final examination to the Dean of the Graduate School by using the Report of Examination form.

Students should review the comments provided by the major advisor and supervisory committee members and make the appropriate changes to the thesis. When the corrected version of the thesis has met the approval of all committee members, it should be submitted to the Graduate School for approval. Include a copy of approval letters from appropriate committees (IRB, IBC, IACUC) if required for thesis research. Submit the Graduate School's completion package fee to the Graduate School with this near-final thesis draft. Revision(s) of this version of the thesis or paper may be required.

When final approval has been received from the Graduate School, submit 6 final and approved copies of the thesis. Final submission must be made within one (1) year of the final examination. Failure to do so results in the administration of a second final examination. Degree date is based on the date when final copies are submitted to the Graduate School.

The final examination must be passed at least seven (7) days before commencement in order to participate in the commencement ceremony (participation is optional).

Graduate School Requirements

Registration

The graduate school helps set the minimum and maximum number of credits that a student will take each semester depending on whether the student has an assistantship, whether the student wishes to maintain “full time status”, and whether the student is a domestic or international student. Graduate students are expected to maintain continuous enrollment throughout their program, or they must obtain a leave of absence from the Dean of the Graduate School. Consult table 3 and your advisor for assistance.

Table 3. Registration minimums and maximums.

	Spring & Fall Minimum	Summer Minimum	All terms Maximum ¹
Domestic Students			
To maintain continuous enrollment			
- When on assistantship	1	1	15
- When not on assistantship ²	1	0	15
To maintain “Full time-student” status ³			
- When on assistantship	5	3	15
- When not on assistantship ²	9	6	15
International Students			
When on assistantship	6	6	15
When not on assistantship ²	9	9	15
Last semester of coursework and beyond ⁴	1	1	15

¹ Students may be able to take more credits if granted permission from their Supervisory Committee, the Entomology Program Leader and the Dean of the Graduate School.

² Entomology Department policy requires all graduate students to have an assistantship when admitted. This assistantship is usually maintained throughout the student’s graduate career, but under rare circumstances a student may not have to hold an assistantship (e.g. at the very end of his/her program).

³ Full-time student status is often required for keeping insurance, loan repayment, etc. For exact rules, including the possibility of “half time” status, talk to the parties involved. In addition, full-time students do not have to pay FICA (5.65%) from his/her assistantship, whereas those taking fewer credits do.

⁴ International students may be able to take fewer courses starting the last semester of coursework. This means that the student has completed all the coursework on the plan of study (e.g. all 30 credits for a MS student). **However**, different countries can have different requirements, so each international student is strongly encouraged to meet with his/her International Programs Advisor near the end of his/her program to make sure s/he stays in compliance.

Transferring Credits

All graduate credits used to meet the requirements of a doctoral degree must be approved by the supervisory committee, program administrator (i.e., department chair or program coordinator), academic dean, and the Dean of the Graduate School. A candidate for the master's degree must petition to transfer up to a maximum of 9 semester hours of graduate credit from another institution to satisfy course requirements on the Plan of Study. Courses that a student has used to fulfill the requirements of a baccalaureate degree may not be used on that student's graduate plan of study. The doctorate requires 27 credits of coursework, and of these, no more than 12 credits may be transferred by the petition process. Transferred coursework does not reduce the total requirement of 60 credits for students with a master's degree in the same discipline.

Courses listed in the Graduate Bulletin of the Tri-College University Leadership Administration Program are not considered transfer credits and can be included on programs of study without petition. All other Minnesota State University Moorhead graduate credits are subject to the minimums of transfer credits and to the policies given in the text.

All transfer credits

1. must ordinarily have been earned from a U.S. or Canadian institution accredited to offer graduate courses and degrees (credits from international institutions are transferable only after examination by a committee from the student's program.)
2. must carry only grades of A or B
3. must have been earned within a 7-year (M.S.) or 10-year (Ph.D.) period at the time of the final examination
4. must be clearly graduate level (a course listed as graduate and/or undergraduate level will not be transferred)
5. must not be a continuing education, correspondence, extension, or workshop course
6. must not be internship, individual study, special problem, or research (disquisition) courses, or courses graded Pass/Fail or Satisfactory/Unsatisfactory
7. must not have been used to fulfill the requirements of a baccalaureate degree
8. must be verified by an official transcript
9. will not be used in calculation of the grade point average. It is the responsibility of the student to provide official transcripts of graduate courses taken elsewhere to the Graduate School.

NOTE: The special problem credits in item 6 are equivalent to North Dakota State University 696/796 Special Topic credits.

Scholastic Performance Standards

To be in academic good standing and to receive a graduate degree, a student must have a cumulative grade point average (GPA) of at least 3.0.

All courses taken by a graduate student for which letter grades (i.e., A-F) are given will be used in calculating the grade point average, except where a course has been repeated. In such cases, both grades will appear on the transcript, but only the second grade will be used in calculating the grade point average. A specific course can be retaken only once, and only three total courses

can be retaken. Satisfactory or Unsatisfactory is assigned for performance on research credits, and such assessments are not used in calculating the student's GPA.

In fulfilling graduate course requirements on any Plan of Study, only grades of A, B, or C are acceptable. For master's paper (797), master's thesis (798), and doctoral dissertation (799) credits, only the grade of satisfactory (S) is acceptable. For seminar (790), case studies (792), individual study/tutorial (793), practicum/internship (794), or field experience (795) credits, only grades of A, B, C, or S are acceptable for graduate credit.

Programs and/or supervisory committees may require a higher performance than C in certain courses. While some courses may be used for graduate credit with a grade of C, courses with grades of D, F, and U may not be used for graduate credit. Acquisition of more than two grades of C, D, F and U may be grounds for dismissal upon recommendation by the program administrator (i.e., department chair or program coordinator).

Any student in GOOD STANDING whose cumulative grade point average drops to less than 3.0 at any time of attendance is automatically placed on academic WARNING. Any student admitted in CONDITIONAL status because of grade deficiency is automatically placed on academic WARNING. If a student on academic WARNING fails to achieve a cumulative grade point average of at least 3.0 in the subsequent semester of attendance, then the student will be placed on academic PROBATION.

A student on academic PROBATION may not continue the pursuit of the graduate degree program without a waiver from the Dean of the Graduate School acting on a recommendation from the appropriate program administrator (i.e., department chair or program coordinator). This recommendation must include a review of the student's status and a proposed plan of remediation which will allow the student an opportunity to return to a cumulative grade point average of at least 3.0 within one additional semester. If the cumulative grade point average is not at least 3.0 after this one additional semester, the student will be dismissed from his or her graduate program.

A student on academic PROBATION is not eligible for a graduate assistantship or tuition waiver.

Final Examination

The candidate shall pass a final examination (either oral or written as specified for the degree) before being awarded the degree. The supervisory committee shall serve as the examining committee, and the major advisor shall serve as committee chair. Substitutions must be approved by the Dean of the Graduate School. The final examination shall cover the coursework taken by the candidate and also the thesis, dissertation, seminar papers, and knowledge fundamental thereto.

A negative (i.e., fail) vote by more than one member of the student's committee will signify failure of the final examination. The examination may be repeated, but only upon permission from a majority of the supervisory committee. The committee will set a reexamination date for at least one month after the failed examination. Exceptions to this time limit will be considered

by the Graduate School Dean upon presentation of written justification from the supervisory committee chair in consultation with the committee.

Should the examination be failed twice, the student will not be given a third examination, except by recommendation of the examining committee, program administrator (i.e., department chair or program coordinator), and special approval of the Dean of the Graduate School following consultation with the Graduate Council.

Time Limitations

Graduate credit for any coursework that is more than seven (7) calendar years old at the time of the final examination cannot be used to satisfy a master's degree program. The analogous time limitation for coursework toward completion of a doctoral degree is ten (10) years. Following the final examination, the candidate has one (1) year within which to provide the Graduate School a thesis, paper, or dissertation for which the graduate dean will sign final approval of all requirements for the degree. Should the thesis/paper/dissertation not be deposited as specified or any other degree requirement not be completed within this one-year time limit, the student must repeat the final examination.

Appendix A: DEGREE REQUIREMENT PLANNER M.S. Plans A & B

Year & Term	Course (credits*), timing	Milestones
Year 1 - Fall	ENT 741 Insect Plant Interactions (3), <i>even years</i> ENT 750 Systematic Entomology (5), <i>even years</i> ENT 760 Insect Structure (4), <i>odd years</i> ENT 751 Immature Insects (3), <i>odd years</i> Elective courses ENT 798 M.S. Thesis/797 M.S. Paper, <i>as needed</i>	Choose supervisory committee (within 6 months after beginning program)
Year 1 - Spring	ENT 670 Insect Ecology (3), <i>odd years</i> ENT 761 Insect Physiology (4), <i>odd years</i> ENT 631 Insect Pest Management (3), <i>even years</i> Elective courses and ENT 798/797, <i>as needed</i>	Meet with supervisory committee to discuss research and coursework Develop plan of study and submit to NDSU Graduate School (within 12 months after beginning program) Submit thesis research proposal to major advisor and present it to supervisory committee following advisor approval
Year 1 - Summer	ENT 798/797, <i>as needed</i>	
Year 2 - Fall	<i>ENT courses not available year 1</i> Elective courses and ENT 798/797, <i>as needed</i>	
Year 2 - Spring	<i>ENT courses not available year 1</i> Elective courses and ENT 798/797, <i>as needed</i>	Submit “Request to Schedule Examination” form to the Graduate School & submit thesis to supervisory committee ≥ 2 weeks before final examination
Year 2 - Summer	ENT 798/797, <i>as needed</i>	Public presentation of thesis research on day of final exam
Year 3 - Fall	Elective courses and ENT 798/797, <i>as needed</i>	Final oral examination Submit corrected draft of thesis to Graduate School

*Please see table 3 for requirements for registration.

Appendix B: DEGREE REQUIREMENT PLANNER - Ph.D.

Year & Term	Course (credits*), timing	Milestones
Year 1 - Fall	ENT 741 Insect Plant Interactions (3), even years ENT 750 Systematic Entomology (5), even years ENT 760 Insect Structure (4), odd years ENT 751 Immature Insects (3), odd years Elective courses ENT 799 Doctoral Dissertation, <i>as needed</i>	Choose supervisory committee (within 6 months after beginning program)
Year 1 - Spring	ENT 670 Insect Ecology (3), odd years ENT 761 Insect Physiology (4), odd years ENT 631 Insect Pest Management (3), even years Elective courses and ENT 799, <i>as needed</i>	Meet with supervisory committee to discuss research and coursework Develop plan of study and submit to NDSU Graduate School (within 12 months after beginning program) Submit thesis research proposal to major advisor and present it to supervisory committee following advisor approval
Year 1 - Summer	ENT 799, <i>as needed</i>	
Year 2 - Fall	<i>ENT courses not available year 1</i> Elective courses and ENT 799, <i>as needed</i>	
Year 2 - Spring	<i>ENT courses not available year 1</i> Elective courses and ENT 799, <i>as needed</i>	Meet with supervisory committee to discuss the timing and format of the written and oral portions of the comprehensive/preliminary examination
Year 2 - Summer	ENT 799, <i>as needed</i>	
Year 3 - Fall	Elective courses and ENT 799, <i>as needed</i>	Complete a “Request to Schedule Examination” form for the written portion of the prelim exam and successfully complete that portion
Year 3 - Spring	Elective courses and ENT 799, <i>as needed</i>	
Year 3 - Summer	ENT 799, <i>as needed</i>	Complete a “Request to Schedule Examination” form for the oral portion of the prelim exam and successfully complete that portion.
Year 4 - Fall	ENT 799, <i>as needed</i>	
Year 4 - Spring	ENT 799, <i>as needed</i>	Submit “Request to Schedule Examination” form to the Graduate School & submit thesis to supervisory committee ≥ 2 weeks before final examination
Year 4 - Summer	ENT 799, <i>as needed</i>	
Year 5 - Fall	ENT 799, <i>as needed</i>	
Year 5 - Spring	ENT 799, <i>as needed</i>	Public presentation of research & final oral examination on same day
Year 5 - Summer	ENT 799, <i>as needed</i>	Submit corrected draft of thesis to Graduate School

*Please see table 3 for requirements for registration.