

Andrews University
Communication Department
MA: Communication Interdisciplinary Studies

Student Timeline/Deadline Check Sheet

Note: The student is responsible for filling in the relevant dates and for checking that each of these events has occurred. Some dates are published in the current AU Bulletin, while others are based on the individual's program.

Time Frame	Date	Event	Check	
First Semester		Prepare <i>Plan of Study</i> based on <i>Statement of Purpose</i>		
		Choose supervisory graduate committee		
		Submit <i>Supervisory Committee Agreement</i> form to the Communication department		
		Complete GRE		
		Complete prerequisites		
		Receive regular admission status		
		Submit <i>Graduate Application for Graduation</i> form to department admin assistant (see date in current AU Bulletin)		
50% of coursework		Submit <i>Advancement to Candidacy</i> form & <i>Candidacy Course Check Sheet</i> to department admin assistant		
		<i>Statement of Purpose</i> revised and <i>Plan of Study</i> checked		
		#Plan for statistics course (recommended SOWK 466, Spring Semester)		
Penultimate Semester		*Select 2 of COMM 589 Internship 599 Production Project 695 Research Project		
		*Project 1 proposal approved by supervisory graduate committee		
		*Project 2 proposal approved by supervisory graduate committee		
		#Thesis proposal approved by supervisory graduate committee		
Final Semester 1 month before comps		Last day to apply for degree conferral		
		Submit <i>Application for Comprehensive Examination</i> form to supervisory graduate committee		
		School of Education: MA comprehensives (8:30-11:30; 1:00-3:00)		
		Last day to complete comprehensives		
		#Submit final draft to supervisory graduate committee		
		#Chair supervisory graduate committee declares ready for oral defense		
		#Submit committee approved thesis to dissertation secretary		
		#Date of defense set by student & supervisory graduate committee after approval by dissertation secretary		
	4 weeks before grad		#Oral defense	
			#Corrections completed	
	2 weeks before grad		#Completed corrected copy submitted to coordinator graduate program	
		Wed. 1.5 weeks before grad		#Submit 3 unbound copies to department admin assistant
			*Project 1 <i>Report of Completion</i> – verify submitted to Academic Records Office	
		*Project 2 <i>Report of Completion</i> – verify submitted to Academic Records Office		
		*Submit one corrected, suitably bound copy of Project 1 to department admin assistant		
		*Submit one corrected, suitably bound copy of Project 2 to department admin assistant		

* Non-thesis option
Thesis option

