

PhD Timeline – Bienen School of Music

Year	Quarter	Registration	Milestones to be Achieved	Forms to be Completed
Year One	Q1 – Fall	3-4 units of coursework or 590	Coursework towards residency requirement . A minimum of nine graded courses are required by TGS. Individual programs may require more graded courses.	Annual Review Form
	Q2 – Winter	3-4 units of coursework or 590		
	Q3 – Spring	3-4 units of coursework or 590		
	Q4 - Summer	3-4 units of coursework or 590		
Year Two	Q5 – Fall	3-4 units of coursework or 590	Coursework towards residency requirement. A minimum of nine graded courses are required by TGS. Individual programs may require more graded courses.	Annual Review Form
	Q6 – Winter	3-4 units of coursework or 590		
	Q7 – Spring	3-4 units of coursework or 590		
	Q8 - Summer	3-4 units of coursework or 590		
Year Three	Q9 – Fall	TGS 500 and/or coursework	Coursework towards program requirements (if applicable). Students must complete all required courses (including incomplete grades/F grade make-up) and be admitted to candidacy (PhD Qualifying Exam) by the end of the 12th quarter. Students who have completed their program requirements will register for TGS 500 in addition to any non-required (extra) coursework. Students who have not completed their program requirements will register for courses as determined by their program.	Annual Review Form
	Q10 – Winter	TGS 500 and/or coursework		PhD Qualifying Exam form (submitted by Bienen's Graduate Services. No student entry is available)
	Q11 – Spring	TGS 500 and/or coursework		
	Q12 - Summer	TGS 500 and/or coursework		
Year Four	Q13 – Fall	TGS 500 in addition to non-required coursework	Students must complete their Prospectus (proposal of dissertation topic) before the end of the 16th quarter.	Annual Review Form
	Q14 – Winter			PhD Prospectus form (submitted by student via TGS Forms in CAESAR; approved online by Bienen's Graduate Services)
	Q15 – Spring			
	Q16 - Summer			

PhD Timeline – Bienen School of Music, cont.

Year	Quarter	Registration	Milestones to be Achieved	Forms to be Completed
Year Five	Q17 – Fall	TGS 500 in		Annual Review Form
	Q18 – Winter	addition to non-		
	Q19 – Spring	required		Students who are completing their degree must complete:
	Q20 - Summer	coursework		(1) Application for Degree via TGS Forms in CAESAR; (2) Final Exam Form via TGS Forms in CAESAR to be approved by the program (3) Online submission of dissertation via UMI ProQuest
Year Six - Nine	Fall	TGS 500 if	Degree deadline - students	Annual Review Form
	Winter	receiving funding;	have 9 years from	
	Spring	TGS 512 if	matriculation to complete the	Students who are completing their degree will complete the following forms:
	Summer	unfunded	PhD degree. Only rarely under extenuating circumstances will students be granted permission to continue beyond 9 years.	(1) Application for Degree via TGS Forms in CAESAR (2) Final Exam Form via TGS Forms in CAESAR which will be approved by the department (3) NRC Survey of Earned Doctorates (4) Online submission of dissertation via UMI ProQuest.