

I understand that the approval of this plan of study is conditional and is based on the assumption that I will complete my degree within a 7 year time period. In addition, I understand that no course on the plan of study can be older than 10 years at the time of graduation. Courses taken for pass/no pass credit cannot be included in the plan of study. All courses must have been offered, and taken, for graduate credit to receive such credit. If these conditions are not met, I understand that a new plan of study must be submitted for approval. I am also aware that IRB approval, with my name listed as an investigator, must be obtained prior to conducting thesis research with human subjects. Failure to do so means that my thesis cannot be accepted.

Anticipated Date of Graduation _____

Student's Signature

Date

APPROVAL SIGNATURES:

Chair

Date

Member

Date

Member

Date

Member

Date

Department/School Head/Director/College Official Date

Dean of the Graduate College

Do not write in this box (office use only)

Date Plan was received
at the Graduate College:

Date Revised Plan Was
Received at the Graduate College:

Date Plan Was Approved
at the Graduate College:

Semester of First Enrollment: _____ Plan of Study Valid Through: _____

INSTRUCTIONS FOR COMPLETING THE PLAN OF STUDY FORM

1. Complete the form on the front side of this page. Please type the information. Additional forms may be downloaded from the Graduate College website, <http://gradcollege.okstate.edu>, if additional space is needed. Please staple all pages of the Plan of Study.
2. List the course prefix and course number in the first column and the course title in the second column. (Note: all courses included on the plan must be offered for graduate credit. If a course is offered for graduate credit an asterisk (*) will appear next to the course number in the OSU catalog.) In the third column, list the institution where the course will be taken. Give the semester and year the course will be taken in the fourth column. Finally, list how many credit hours will be received for each course in the fifth column.
3. Only **ONE** copy of the completed form must be submitted to the Graduate College, although it is suggested that the student retain a copy for his or her own use and information. Once the Graduate College has approved the plan, a copy will be sent to the Graduate Coordinator of the major department.

INSTRUCTIONS FOR MAKING REVISIONS TO THE ORIGINAL PLAN OF STUDY

To revise the plan of study, obtain an approved copy of the original plan from the graduate records office in your department or college. The committee chair should initial any changes that are made to this plan. When the changes are completed, the revised plan must be resubmitted to the Graduate College for approval. **The plan should be revised and resubmitted only once, at the beginning of the semester of graduation.**