

## Academic Plan Template

### Introduction

The Graduate College requires *all* PhD students to complete their degree requirements by the end of the 6<sup>th</sup> year for those admitted with an approved master's degree or by the end of the 7<sup>th</sup> year for those who entered without an approved master's degree. Students who exceed these time limits must successfully petition the Graduate College to continue in their academic program.

Effective in Fall 2020, PhD students who exceed this time limit may be placed on academic probation and will have up to three consecutive semesters to improve their standing to Good Standing or be dismissed from the Graduate College. Once a student has been placed on probation due to an exceeded time limit, the student must complete that degree stage by the end of the probationary period or face dismissal from the Graduate College.

Effective immediately, Grainger Engineering requires departments to have an Academic Plan in place for *every* PhD student who petitions the Graduate College for a time extension.

The Academic Plan provides clear communication on the milestones that must be achieved during a set time period to help the student move toward the completion of their degree. The Grainger Engineering Office of Graduate, Professional and Online Programs works with the Associate Head for Graduate Programs in the student's home department, the student's advisor, and the student to develop and implement the plan and monitor the student's progress.

Student Name \_\_\_\_\_

Academic Plan for the Mechanical Engineering PhD Program  
Degree Progress and Future Milestones and Timelines

**Date of Plan:**

**Start Date in the PhD Program:**

**Last Semester to Complete PhD Requirements:**

**Thesis Advisor:** \_\_\_\_\_

(Print)

\_\_\_\_\_  
(Signature)

Degree Progress Summary : ME PhD (see <https://mechse.illinois.edu/graduate/graduate-degree-programs/phd-programs/phd-mechanical-engineering> )

- **Required coursework:** [Insert “Completed”, or the courses still needed to be completed]
- **500-level coursework requirements:** [Insert “Completed”, or the credits still needed to be completed.]
- **Thesis Research Credits (599):** Must continue to register for 599 thesis research until graduation.
- **PhD Exam Progress:**
  - Qualifying Exam “Complete” or “Intend to complete by \_\_\_\_\_”
  - Preliminary Exam\_”Complete” or “Intend to complete by \_\_\_\_\_”
  - Final Exam “Complete” or “Intend to complete by \_\_\_\_\_”

### Milestones and Deadlines

- **If not completed,** Qual Exam should be completed by \_\_\_\_\_ (end of the 4<sup>th</sup> semester if admitted with MS, end of 6<sup>th</sup> semester if admitted with BS.)
- **If not completed,** Preliminary Exam **should be** completed by \_\_\_\_\_ (end of 8<sup>th</sup> semester)
- **If not completed,** Final Exam **should be** completed by \_\_\_\_\_ (end of 12<sup>th</sup> semester)

### Expectations for Progress

If any of the above milestone deadlines listed in this document are missed or if the expectations are not met, [Insert Student Name] may be dismissed from [Insert Department Name] PhD program.

If any changes need to be made to the timeline listed above, the student, in conjunction with their advisor, must complete a revised plan and submit the signed plan to the Graduate Programs Coordinator before the start of the semester that a anticipated change will be made.

