

# UNIVERSITY OF ARKANSAS

## HESC-MS TIMELINE (THESIS TRACK)

Please note that although this timeline outlines the expected progress for MS students, students may complete milestones earlier or later than what is outlined below. Forms are available on the HESC Graduate Program website [Forms and Resources](#) page.

### First semester

- Select the academic advisor and two committee members
- Submit the MS advisory committee form
- Enroll in 6 hours: Take any required courses
- Plan the program of study in consultation with the advisor
- Outline the timeline of your degree plan
- Search some recent articles on your topic of interest
- Complete [CITI training](#)
- Submit the Program of Study form to Graduate Coordinator by the time grades are due
- Expect the first-year annual review in the following semester\*

### Second semester

- Select the thesis advisor and two committee members if not already done the previous semester
- Submit the MS thesis committee form if not already done the previous semester
- Continue taking any required courses including research method and statistics
- Update the timeline of your degree plan, if needed
- Narrow down to a specific topic based on a research gap addressed in the literature
- Start to search relevant articles on the topic and develop a research question
- Prepare a poster and abstract based on your research to present at the Research Symposium\*\*
- First-year annual review through a face-to-face meeting with your advisor\*

### Third semester

- Continue taking any required courses including HESC 600V Thesis
- Update the timeline of your degree plan, if needed
- Schedule a thesis proposal meeting in consultation with the thesis chair
- Write the thesis proposal with consultation with your thesis chair
- Prepare a 10 to 15-minute presentation for your thesis proposal meeting
- Send a copy of thesis to the committee two weeks before the scheduled thesis proposal
- Make recommended revisions to thesis after the proposal meeting
- Submit the Thesis Proposal Approval and MS Thesis Title forms
- Obtain the [IRB](#) approval by completing required forms through [Streamlyne](#)

### Fourth semester

- Apply for graduation if completion of program requirement is expected within a semester
- Continue taking any required courses including HESC 600V Thesis
- Schedule a thesis defense meeting in consultation with the thesis advisor and committee
- Collect and analyze data using relevant software following the thesis advisor's instruction
- Write the remainder of the thesis based on the thesis advisor's guidance
- Prepare a poster and abstract based on your research to present at the Research Symposium\*\*
- Prepare a 10 to 15-minute presentation for your thesis defense meeting
- Send a copy of thesis to the thesis committee two weeks before the thesis defense
- Make recommended revisions to thesis after the oral defense
- Submit four forms: Intellectual Property Disclosure, Thesis Submission, final Program of Study with grades, and MS Completion
- Check formatting with the Graduate School and then submit finalized thesis to the university library

\*Annual reviews occur at the end of the spring semester and must be submitted to the Graduate School by June 30<sup>th</sup>. If your first semester is in the spring, your first-year annual review still takes place in the spring.

\*\*The Graduate Research Symposium is held annually in the spring.