



OVERVIEW

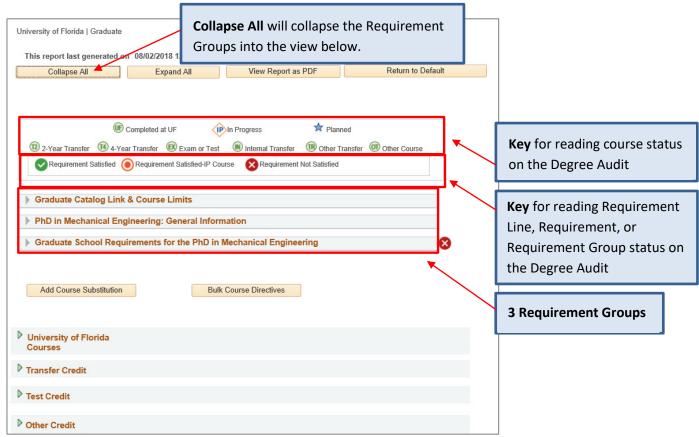
The Graduate School utilizes Degree Audits to monitor **Graduate School Requirements** for overall credits, major credits, relevant GPAs, allowable undergraduate credits and milestones. These requirements are governed by the Graduate Council. In this instruction guide, we will review the Degree Audit, discuss exceptions, and explain how milestones impact the Graduate Degree Audit.

GRADUATE DEGREE AUDIT

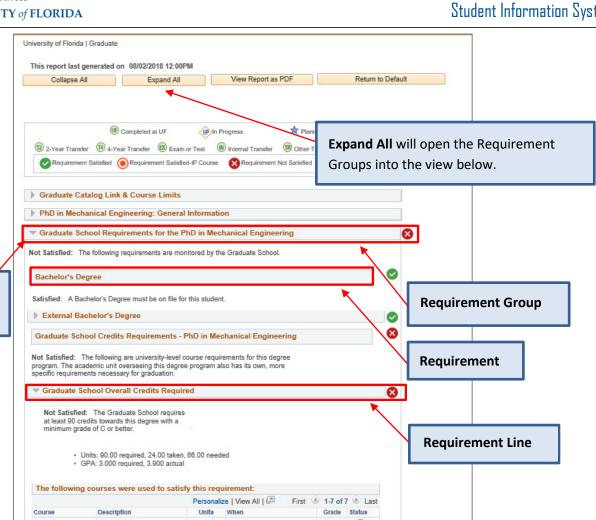
Graduate School audits contain 3 main Requirement Groups, which exist for every degree program. These include:

- Requirement Group 1: General information on graduate programs
- Requirement Group 2: Plan-specific Requirements that vary from plan to plan
- Requirement Group 3: Credits, GPAs, and Milestones required for students to graduate with the specified degree

Requirement Groups can expand to view Requirements and Requirement Lines. The Graduate School's Office of Graduate Student Records personnel are authorized to make exceptions on Degree Audits. Currently, all requests for exceptions to Graduate School Council policies require a formal petition process through the Graduate School.







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GRADUATE MILESTONES

Arrow to expand

or collapse

Milestones are used by the Graduate School to track non-course requirements such as a thesis/dissertation. For the Graduate School, milestones:

Are automatically applied by the Graduate School for graduate degree plans.

Advanced Research Advanced Research

Advanced Research

▶ Graduate School Major Credits Required

- Are assigned based on the student's academic program.
- Vary depending on the degree being sought.

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Directly impact the Degree Audit and must be satisfied for the degree to be awarded.

Adv Machine Learning 3.00 Fall 2017
Adv Data Structures 3.00 Fall 2017

Spec Topic Elect Engr 3.00 Spring 2018
Graduate Seminar 1.00 Spring 2018

Graduate School GPA Requirements - PhD in Mechanical Engineering

3.00 Fall 2017

3.00 Fall 2017

5.00 Spring 2018

6.00 Summer 2018

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- Examples include:
 - Doctor of Philosophy
 - **Supervisory Committee**
 - **Qualifying Examination**
 - Admission to Candidacy
 - Final Examination, Dissertation Defense
 - Final term enrollment
 - Master's (Thesis)
 - **Supervisory Committee**
 - Final Examination, Thesis Defense
 - Final term enrollment
 - Master's (Non-Thesis)
 - **Supervisory Committee**
 - Final Examination, Final Culminating Experience
 - Final term enrollment

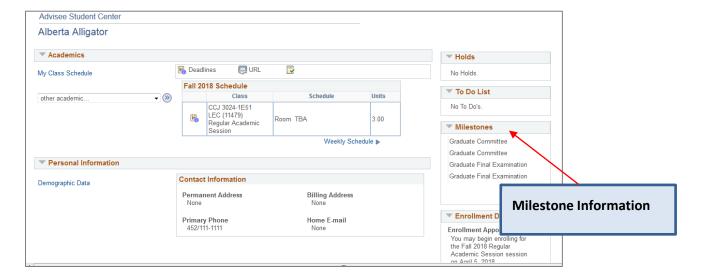
Graduate Advisors enter data for the completion of most milestones. Thesis and Dissertation milestone status levels are assigned by the Graduate School Editorial Office upon submission of the thesis or dissertation and their associated required documents.

VIEWING MILESTONES

Graduate Milestones may be viewed in the Advisee Student Center or the Student Services Center.

Student Services Center Navigation: NavBar > Main Menu > Student Information System > Campus Community > Student **Services Center**

Advisee Student Center Navigation: NavBar > Main Menu > Student Information System > Self Service > Advisor Center > Advisee Student Center



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ADDITIONAL HELP

Further resources are available at https://learn-and-grow.hr.ufl.edu/toolkits-resource-center/.

For help with technical issues, contact the UF Computing Help Desk at 352-392-HELP or helpdesk@ufl.edu.

For assistance with processes or policies related to Academic Advising for the Graduate School, contact Marjorie Roulston at roulstonm@ufl.edu.