

**Progress Toward M.S. Professional (Non-Thesis) Degree:
Degree Requirements and Timeline**

Degree Requirements

Credits:	Complete 30 credit hours beyond the bachelor’s degree.
Credits:	Of the 30 credit hours, complete 29 credit hours in letter-graded courses (non-S/U).
Credits:	Of the 30 credit hours, complete 18 in graduate–level SWSD letter-graded courses.
Credits:	Complete 1 credit hour of SWS 6931 (Seminar), at discretion of Supervisory Committee.
Credits:	Complete 1 credit hour of SWS 6940 (Supervised Teaching) or 1 credit hour of SWS 6910 that culminates in an extension/service product to meet the professional development teaching/service requirement.
Credits:	Complete SWS 5050 (unless at least a senior-level undergraduate course in introductory soil science was completed).
GPA:	Overall and major GPA must be at least 3.0.
Date:	Complete all course requirements within the 7 years immediately preceding the degree award date.
Date:	Complete a major paper on a topic in soil and/or water science, representing work sufficient for at least 2 credits of SWS 6905.
Date:	Successfully pass a comprehensive written and/or oral exam administered by the Supervisory Committee no more than 6 months before the degree is conferred.
Date:	Complete an exit interview with the Department Chair in the last semester.

Timeline

First Semester

Date:	Complete graduate student orientation (on campus or online).
Credits:	Register for courses, starting with foundation courses (e.g., SWS 5050 and 5000 level courses first).
Date:	Discuss ideas for major paper with Major Advisor.
Date:	Develop draft Plan of Study with recommendations by Major Advisor.
Date:	Take initial steps to form Supervisory Committee.
Date:	Complete initial IDP self-assessment.

Second Semester

Credits:	Continue coursework.
Date:	Form Supervisory Committee.
Date:	Share Proposed Plan of Study with Supervisory Committee and modify according to committee recommendations.
Date:	Submit approved Proposed Plan of Study form (signed by student and committee members) to Student Services by end of second semester.
Date:	At end of first year, complete IDP self-assessment and meet with Major Advisor (in person or online) to discuss IDP and progress. Create IDP action plan and submit last page of IDP form by the end of the second semester.

Second Year (and Later as Appropriate)

Credits:	Continue coursework.
Date:	Develop major paper proposal under supervision of Major Advisor.
Date:	Meet with Supervisory Committee (in person or online) at least once per year.
Date:	Share major paper proposal with Supervisory Committee and modify according to committee recommendations.
Date:	The semester before you plan to graduate, check with Student Services to ensure you have completed all requirements and resolved any issues.
Date:	At end of second year and of each subsequent year as appropriate, complete IDP self-assessment and meet with Major Advisor (in person or online) to discuss IDP and progress. Create IDP action plan and submit last page of IDP form by the end of the summer semester.

Final Semester

Credits:	Register for at least the minimum hours of course work that count toward the degree.
Date:	Complete 1 credit of service requirement (SWS 6910 or SWS 6940) if not already completed.
Date:	Complete major paper while registered for 2 credits of SWS 6905 (Special Problems).
Date:	Present major paper to Supervisory Committee and revise as needed.
Date:	After approval of Supervisory Committee, forward major paper to Student Services for archiving on the department website.
Date:	Fill out an online degree application (through One.UF) and submit it to the Office of the University Registrar by the UF deadline.
Date:	Review the Graduate School Graduation Checklist to ensure you meet all requirements and deadlines.
Date:	Schedule final comprehensive examination with Supervisory Committee. Notify Student Services no later than 10 business days ahead of time . The Final Exam Form must be generated in the system and an exam announcement must be made. The exam may not be scheduled earlier than 6 months before degree is conferred.
Date:	Complete final oral or written comprehensive examination administered by Supervisory Committee. Any discrepancies between the Proposed and Final Plan of Study forms must be approved by all members of the Supervisory Committee at the final examination before the student may graduate.
Date:	Submit signed Final Plan of Study Form and Final Exam Form to Student Services.
Date:	Complete SWS survey form.
Date:	Complete exit interview with Department Chair (on campus or online).
Date:	Return office keys and other related materials to the department / Major Advisor as appropriate.
Date:	Graduation.