An ANFS Graduate Student Primer

Requirements, Resources and Tips

prepared by

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Overview

- **Requirements**
  - Degree Programs
  - Degree Requirements
  - Timelines and Deadlines

- **Resources**
  - Facilities and Instrumentation
  - Electronic Resources
  - Training and Workshops
  - Getting Oriented
  - Keeping Fit and Safe
  - Career Services
Overview

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Degree Requirements

- ANFS Non-thesis Master’s options
  - Still in approval phase
  - One is focused on Leadership/Management
  - One is focused on technical training/host-pathogen interactions
  - Require students to pay tuition
  - Primarily course-based
Degree Requirements

- ANFS Master’s Degree Requirements
  - Committee
  - Courses
  - Timeline
  - Thesis and Defense

- ANFS Ph.D. Requirements
  - Committee
  - Courses
  - Timeline
  - Qualifying Examination
  - Dissertation and Defense
ANFS Master’s Degree Requirements

• **Committee**
  ◦ Consists of (3) faculty members, including advisor
  ◦ Convened by end of first year of study
  ◦ Proposal presentation and defense
  ◦ Department Chair is an *ex officio* member of all committees

• **Course Work**
  ◦ Total of 30 credits required
    • ANFS865 Graduate Seminar (1 cr. hr.)
    • Biochemistry (CHEM 527, 641) and Statistics (STAT or FREC 608, 806) (6 cr. hrs.)
    • Other graduate level electives (17 cr. hrs., including up to 3 cr. hrs. Graduate Research)
    • Thesis (6 cr. hrs.)
  ◦ Cumulative GPA must be 3.0 or greater, *failure to meet this for any semester results in academic probation*
  ◦ *Two consecutive semesters with GPA less than 3.0 results in dismissal*
ANFS Master’s Degree Requirements

• Timeline
  ◦ Maximum of 10 consecutive semesters (5 years)  
    (usually 4 – 6 semesters)
  ◦ Degree Progress Form Required
  ◦ Coursework concomitantly with research (6 – 9 cr. hrs. semester)

• Thesis and Defense
  • Presentation to public and committee
  • Defense of thesis to Committee
  • Submit completed and signed thesis to Grad Office
# DEPARTMENT OF ANIMAL AND FOOD SCIENCES
# M.S. CANDIDATE PROGRESS REPORT

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
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<tbody>
<tr>
<td>Date of Initial Enrollment</td>
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<tr>
<td>Date of Expected Graduation</td>
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<td>Thesis Committee Composition</td>
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Form Available in MS-Word and PDF: [http://ag.udel.edu/anfs/anfs_grad.html](http://ag.udel.edu/anfs/anfs_grad.html)
Degree Progress Forms

• To be developed this semester
  ◦ Webform-based
  ◦ Required every 6 months
  ◦ Degree progress
  ◦ Committee Designation and Meeting
  ◦ Proposal defense
  ◦ Qualifying exam (for PhD students)
ANFS Master’s Degree Deadlines

● General Timeline
  ◦ First year – coursework, committee established and proposal defended
  ◦ Second year – coursework, meet with committee, begin thesis
  ◦ End of Second year – Thesis defense, submission and graduation

● Deadlines
  ◦ Application for MS degree
    • For conferral in December – Sept. 17, 2018
  ◦ Thesis defense and submission for graduation:
    • For conferral in December – November 15, 2018
    • For conferral in February – January 16, 2019
    • For conferral in May – April 15, 2019
    • For August – July 15, 2019

Degree Requirements

• ANFS Ph.D. Requirements
  ◦ Committee
    • made up of 4 - 6 members, at least (1) outside the Dept.
    • no more than ½ may be outside the Dept.
  ◦ Courses
    • ANFS 865, CHEM 641 + 642, and STAT class (FREC 608, 806 or equivalent) – can be waived if already taken at Grad Level
    • No other set course requirements (in terms of # of credit hours)
    • Comprehensive examination (Qualifying exam) required
    • Ph.D. Graduate Progress Form
# DEPARTMENT OF ANIMAL AND FOOD SCIENCES

## Ph.D. CANDIDATE PROGRESS REPORT

<table>
<thead>
<tr>
<th>Student’s Name:</th>
<th>Major Professor:</th>
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<tr>
<td>Qualifying Exam Completed</td>
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<td>Final Oral Defense Completed</td>
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<tr>
<td>Manuscript Submitted to a Journal</td>
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<td>Dissertation Signed</td>
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Degree Requirements

- **ANFS Ph.D. Requirements**
  - **Timeline**
    - Maximum of 14 semesters following Bachelor’s
    - Maximum of 10 semesters following Master’s
    - Establish Committee (1\textsuperscript{st} year)
    - Proposal Defense (end of 1\textsuperscript{st} year)
  - **Qualifying Examination**
    - Format – Research proposal, or Set of oral/written exams, presentation and oral defense
    - Outcome – pass, fail, or pass with qualification (repeat or additional coursework)
    - After 2\textsuperscript{nd}-3\textsuperscript{rd} year
Degree Requirements

- ANFS Ph.D. Requirements
  - Dissertation and Defense
    - Public presentation
    - Defense to Committee
    - Submission of Completed Dissertation
  - Deadlines for 2018/2019:
    - *Admission to Doctoral Candidacy*
      - December, February 2018/2019 - already past (August 31)
      - Spring 2018 - February 17, 2019
    - *Submission of Final Dissertation*
      - December 2018 - November 15, 2018
      - February 2019 - January 17, 2019
      - May 2019 - April 15, 2019
      - August 2019 - July 15, 2019

Additional Grad Requirements

- Presentation of data at meetings
- Manuscripts and publications
- Residency – at least one full year (two semesters) of full-time study
- Graduate Exit Survey – Helps address problems, increase impact of Grad Program through Graduate Assessment
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Resources

◦ University Grad Webpage: https://grad.udel.edu
◦ Grad-Student Life: https://grad.udel.edu/about/student-life/
◦ Policies and Procedures: http://grad.udel.edu/policies/
◦ College Grad Webpage: https://canr.udel.edu/graduate-programs-by-department/
◦ Departmental Webpage: https://canr.udel.edu/anfs/graduate-programs/
◦ Environmental Health and Safety: www.udel.edu/ehs
◦ Research Training and Fellowships: http://www.udel.edu/research/training/
◦ Travel Grants: http://www1.udel.edu/global/research/
Resources

- ANFS Facilities: http://ag.udel.edu/facilities/facilities.htm
- Dissertation Bootcamp: https://www.writingcenter.udel.edu
- Biological Sciences/DBI Facilities: https://www.bio.udel.edu/facilities-and-equipment
- Training and Workshops: http://www.udel.edu/research/students/index.html
- Literature databases: http://www.lib.udel.edu/db/
- Reference and Bibliography Software: http://www2.lib.udel.edu/database/refworks.html
- Pub-crawler (term search for journals): http://pubcrawler.gen.tcd.ie/
- Web of Science: http://thomsonreuters.com/thomson-reuters-web-of-science/
Resources

- Graduate Education Facebook Page: https://www.facebook.com/udgradoffice/
- International Student Organization: http://www.udel.edu/oiss/
- Keeping Fit and Safe: http://www.udel.edu/fitness/
- International Student Groups: http://www.udel.edu/oiss/programming/rso.html
- Religious Organizations: http://www.udel.edu/spirituallife/relorg.html
- Graduate Student Government: https://sites.udel.edu/gsg/
- Health Benefits: http://www.udel.edu/shs/
- English Language Institute: http://www.udel.edu/eli/
- Writing Center: https://www.writingcenter.udel.edu
- Free Plagiarism Checker: https://edubirdie.com/plagiarism-checker
Career Services  http://www.udel.edu/CSC/

- Preparing your CV and Cover Letter
- Mock Interviews  
  (face to face or via Skype)
- Career Fairs, Job postings
- https://www.udel.edu/students/career-services-center/graduatestudents/

Trade Organizations:
  - American Federation of Animal Scientists  
    https://www.asas.org
  - Federation of Animal Scientists: http://www.fass.org
  - Institute of Food Sciensks: http://www.ift.org
  - International Association of Food Protection:  
    http://www.foodprotection.org