

# Molecular Medicine (MOME) Track

Biomedical Sciences Program – PhD

Name: \_\_\_\_\_

Advisor: \_\_\_\_\_

Items to Complete	Timeframe Due	Person Responsible – Submission	Received
MOME Track Orientation	First week of class for new incoming students	New Student and Dr. Kandace Williams, Professor, Associate Dean, COM Graduate Program	
<a href="#">Plan of Study for the Doctoral Degree</a>	Prior to the completion of 12 credit hours	MOME Student and Major Advisor <i>Submit to <a href="mailto:GCACademicSvcs@utoledo.edu">GCACademicSvcs@utoledo.edu</a></i>	
<a href="#">Plan of Study Course Substitution</a>	Any changes to term and registration thereafter.		
<a href="#">Application for Admission to Candidacy for the Doctoral Degree</a>	Prior to defense planning	MOME Student and Major Advisor <i>Submit to College of Graduate Studies, M.S. 933</i>	
<a href="#">Graduate Research Advisory (GRAD) Committee Approval &amp; Assurances</a>	Prior to beginning any research  Submit amended form for changes in committee or research approval.	MOME Student and Dissertation Committee Chair <i>Submit to <a href="mailto:GCACademicSvcs@utoledo.edu">GCACademicSvcs@utoledo.edu</a></i>	
<a href="#">Report of the Qualifying Exam Requirements</a>	Taken by the end of 2 <sup>nd</sup> year fall semester.	MOME Student and Advisory Committee <i>Submit to Dr. Kandace Williams' office</i>	
<b>Schedule defense as early in semester as possible and prior to OhioLINK submission deadline</b>			
<a href="#">Defense Acceptance and Intellectual Protection</a>	Immediately upon scheduling defense date	MOME Student and Major Advisor/Chair <i>Submit to <a href="mailto:etdsvcs@utoledo.edu">etdsvcs@utoledo.edu</a> Copy to Dr. Kandace William's office</i>	
<a href="#">Application for Graduation</a>	Prior to the filing deadline for the semester in which you plan to graduate	MOME Student	
Degree Audit Request Email <a href="mailto:Teresa.Green@Utoledo.edu">Teresa.Green@Utoledo.edu</a>	Email once applied for graduation to be sure everything is submitted and requirements are met.	MOME Student	
<b>Electronic submission of dissertation for Format Review by posted deadline to <a href="mailto:etdsvcs@utoledo.edu">etdsvcs@utoledo.edu</a> Upload final dissertation document PDF to <a href="#">OhioLINK</a> by posted deadline</b>			
<a href="#">Approval of Dissertation</a>	Upon upload of dissertation to OhioLINK or last day of term, whichever is first	MOME Student and Dissertation Committee <i>Submit to <a href="mailto:GCACademicSvcs@utoledo.edu">GCACademicSvcs@utoledo.edu</a></i>	
<a href="#">Report of the Dissertation Examination</a>	Upon completion of dissertation defense	MOME Student and Advisory Committee <i>Submit to Dr. Kandace Williams' office</i>	
<a href="#">Survey of Earned Doctorates</a>		MOME Student	

If you have any questions about these requirements, please contact the College of Graduate Studies, University Hall Room 3240. (419.530.4269 or [GCACademicSvcs@utoledo.edu](mailto:GCACademicSvcs@utoledo.edu)).

Biomedical Sciences – [MOME Graduate Program Track](#)  
College of Graduate Studies – [Current Students](#)

**All changes must be approved by Program Director and Department Chair**