

Registration for Physiology Graduate Students

Last updated by Ken Campbell, 9 August, 2017

Please discuss your choice of courses with your advisor and advisory committee

Guidelines for different groups of students are provided in the following pages.

Please remember that

- 1) All students in our training program are expected to attend **every** PGY seminar and trainee defense.
- 2) All students are expected to attend **every** meeting called by the DGS
- 3) Once you have formed an advisory committee, you should meet **at least** every 6 months.
- 4) Students are responsible for registering for their own courses.
- 5) Students are not required to register for summer semesters to maintain full-time student status.

1) Second year PhD students (finished IBS, have joined PGY lab, pre-quals.):

FALL

Register for 9 credit hours to maintain full-time status as follows:

PGY774 (1 credit)

PGY502 (5 credits)

PGY602 (3 credits)

WINTER/SPRING

Register for PGY 774 (1 credit), PGY 791 and whichever classes you and your advisory committee have decided you should take for a total of 9 credit hours.

Examples

(1) You could take PGY774, a 3 credit class, and PGY791 for 5 credits

(2) You could take PGY774, 2 x 3 credit classes, and PGY791 for 2 credits

(3) You could take PGY774 and PGY791 for 8 credits.

OTHER THINGS TO REMEMBER

Second year students MUST give a brief (~10 minute) conference-style research presentation to the department in the Spring semester.

PhD students take PGY602 Comprehensive Exams in December or early January. As soon as you pass those exams (with B or better performance), you should consult with your advisor in order to form and meet with your advisory committee and plan for your Qualifying Exam. You are expected to pass your Qualifying Exam before the end of September. You are encouraged to take it during the spring/summer after your second year in grad school.

You MUST submit "Scheduling Request for Qualifying Exam" online (through the Graduate School website) at least four weeks in advance of the exam.

See the grad school website for details and forms:

http://www.research.uky.edu/cfdocs/gs/DoctoralCommittee/Selection_Screen.cfm

2) Third year PhD students

FALL and WINTER/SPRING:

Register for:

PGY767 (2 credits – this will give you full-time status)

PGY774 (1 credit)

Plus whatever courses that your mentor and advisory committee may suggest you to take (for example, statistics).

You are not required to take any other courses, since PGY767 (2 credits) will give you full-time student status. If you *do* take additional coursework, the total credits should not exceed 9 hours.

Remember, you are expected to take your **Qualifying Exam** before the end of September.

You **MUST** submit "Scheduling Request of Qualifying Exam" online (through the Graduate School website) by the end of August.

OTHER THINGS TO REMEMBER

You **MUST** give a departmental seminar on your research during your third year; please arrange a seminar time with the PGY774 director (Dr. Frolenkov).

You **MUST** meet with your advisory committee **AT LEAST** every 6 months.

3) Fourth year and beyond PhD students

FALL and WINTER/SPRING:

Register for:
PGY767 (2 credits- this will give you full-time status)

OTHER THINGS TO REMEMBER

You CAN give a departmental seminar on your research during your 4th or 5th year.

You CAN participate in PGY 774 without officially registering for the class.

You MUST meet with your advisory committee AT LEAST every 6 months.

If you are not sure whether you will defend before the end of the current semester, please register for the next semester.

GRADUATION

You must submit two forms (application for the degree and notification of intent to defend) at least 8 weeks prior to your desired dates for final exam:

http://www.research.uky.edu/cfdocs/gs/DoctoralCommittee/Selection_Screen.cfm

At your “semi-final” committee meeting, you should obtain, **in writing**, a statement from your committee that you are ready to write and defend your dissertation. This should be a separate document from the meeting minutes, but the **minutes should also reflect this in writing** within the sections on expectations for the next six months.

Give your completed dissertation document to your committee (~3-4 weeks before you intend to defend). Each member should look over the document to determine if it can be defended and sign the “Dissertation Approval” form, which you must submit to the DGS prior to giving your dissertation document to your outside reader (and preferably prior to setting your defense date). This form simply indicates that the dissertation document you have submitted to your committee is ‘defensible’. **There should be no revisions at this point.**

The scheduling request form for the final exam must be submitted online at least two weeks prior to the desired final exam date. Your defense date must accommodate ALL of your committee members, including the outside examiner! Allow at least 2 weeks for your committee and outside reviewer to read the dissertation.

If you have questions, please do not hesitate to contact the DGS (k.s.campbell@uky.edu).

4) MD / PhD students

PRE QUALIFYING

Each semester, register for:

- PGY774 (1 credit)
- 8 additional credit hours decided in consultation with your advisory committee and primary advisor

You will then be able to sit your qualifying exam (18 credit hours from PGY required) after your second semester in Physiology.

Other than PGY774, there are no specific requirements. Most MD/PhD students will take PGY791 “Research in Physiology” for multiple hours. Note that this course can only be repeated for a maximum of 15 credits. Another option is to take PGY504 “Independent work in Physiology” under the direct supervision of your primary mentor. This can be repeated for a maximum of 8 credits.

For example, you could register for classes as follows:

- Fall: PGY774 (1 credit), PGY791 (8 credits)
- Spring: PGY774 (1 credit), PGY791 (7 credits), PGY504 (1 credit)

POST QUALIFYING

MD/PhD students who are post-qualifying should follow the requirements for PhD students one year ahead.

Thus 2nd year MD/PhD students should register for PGY774 (1 credit) and PGY767 (2 credits) as described for Third Year PhD students.

Similarly 3rd year MD/PhD students should register for PGY767 (2 credits) as described for Fourth Year PhD students.