

## The Checklist for Graduate Study in Biomedical Engineering at Brown University

### SECOND YEAR/QUALIFYING EXAM (for PH.D.):

- Classes:
  - Register for the BIOL 2230/40 seminar course every semester and present once every academic year
  - After fulfilling the 2-2-2 requirement, register for 3 credits of independent study with your advisor each semester (This makes 4 credits with the addition of BIOL 2230/40)
  
- Submit yearly progress reports to adviser, thesis committee members, and BME administrator ([BME@brown.edu](mailto:BME@brown.edu))
  - Fill out and submit annual progress report form sent from BME administrator at end of calendar year. These reports can be used for both purposes, although your committee may require more information.
  
- Thesis/Qualifying Exam Committee (confer with advisor):
  - Thesis advisor
  - Three additional Brown faculty
    - One with primary appointment in BioMed
    - One with primary appointment in Engineering
  - One of the selections should be on the [BME Graduate Program Committee](#)
  - External reader (optional but recommended)
  
- Qualifying Exam (Must be taken by July 31 before 5<sup>th</sup> Semester):
  - Schedule oral exam date with committee
  - Notify the BME administrator ([BME@brown.edu](mailto:BME@brown.edu))
  - Reserve a room and presentation equipment
  - Submit your completed written research proposal (maximum of 13 pages, single spaced, excluding references) to your committee members two weeks prior to the oral exam date. Consider recycling this document for a fellowship application.
  - Ensure that you have collected the necessary paperwork, contact the BME administrator for details