



Department of Atmospheric Sciences
University of Washington

COGS Procedures Checklist (pre-April 2008)

Students entering prior to Aut 2008 may choose to submit to the COGS under these guidelines.

Students entering Aut 2008 or later must follow the new guidelines as found at:

<http://www.atmos.washington.edu/academic/grad/html/phdqual.html>

Prior to Submission to the COGS:

- Complete required graduate courses (see Sam for assistance)
 - Listed at: <http://www.atmos.washington.edu/academic/gradqrmts.htm>
- Set up M.S. Supervisory Committee - minimum of three members, consisting of:
 - Faculty Adviser/committee chair
 - 2 Graduate faculty in Atmospheric Sciences*See Sam to set-up committee*
- Email Sam with intention to petition COGS
 - Email must include the quarter that you intend to petition
 - Send email at least one quarter prior to the intended submission quarter
- Public seminar
 - Must be given at least one quarter prior to evaluation by the committee
- Email Sam (at least 2 wks prior) with date, time and location of public seminar so she may notify the COGS

Submitting materials to the COGS:

Deadline: End of 1st week of 4th year of residence (usually, autumn quarter)

Materials should be submitted to Sam by 3:30pm on the day of the deadline

Submit one of the following:

- Draft of M.S. thesis
 - Must have been read and approved by the M.S. supervisory committee prior to submission
- Manuscript of journal article on which you are the lead author*
 - Must have been submitted to a refereed journal prior to submission to the COGS
 - Must have been read by the M.S. supervisory committee prior to submission**This option does not automatically result in an M.S. -- if you wish to receive the degree, see Sam to discuss the process*
- Students entering the program with an M.S. in Atmos Sci or closely related discipline may submit M.S. thesis for evaluation
 - Students choosing this option must wait to submit until the end of the 1st week of autumn quarter of their 2nd academic year in the program