

## Food Science Graduate Degree Plan Worksheet

### Steps:

1. Complete this worksheet in consultation with your adviser. Your adviser will sign it.
2. Submit to Nancy Toedt, Graduate Program Coordinator, in FSCN 225J or [ntoedt@umn.edu](mailto:ntoedt@umn.edu). She will forward it to the Food Science Graduate Studies Committee for review and then to the DGS for final approval.
3. Nancy will notify you when your plan is approved and email you a copy of the worksheet.
4. Enter your course plan into the Graduate Planning and Audit System (GPAS) and submit. (Nancy will provide instructions in her email.)
5. After your GPAS submission is approved, a milestone will be added to your record indicating you can move to the next step in your degree completion checklist. See: <https://onestop.umn.edu/academics/degree-completion-steps>

<b>Name</b>	<b>Student ID</b>	<b>Email</b>	<b>Date</b>
<b>Date of Program Entry</b>		<b>Degree (MS Plan A, MS Plan B, PhD)</b>	
<b>Previous Degree(s) and Institution(s)</b>			
<b>Do you intend to pursue a Minor? Yes ___ No ___ If so, in what field?</b>			
Please consult the Director of Graduate Studies in the minor department for course planning and GPAS approval. Students elect minors online <a href="https://onestop.umn.edu/add-or-remove-graduate-minor">https://onestop.umn.edu/add-or-remove-graduate-minor</a> . Please also indicate on this form which courses will be used for the minor.			

**Grading Basis:** Maximum of 1/3 of the course credits can be completed using the S/N grading basis (except coursework transferred from an international institution and coursework only offered on the S/N grading basis).

**Minimum GPA** for courses included on the Degree Plan at the time of degree clearance: MS: 2.8; PhD: 3.0

**Minor:** Students can choose to pursue a minor in another field. The courses must be approved by the Director of Graduate Studies in the chosen department.

### Required Courses (If you took any of these courses as an undergraduate, list them on page 2.)

Course Name	Credits	Term/Year you plan to take it	Grade
<b>FScN 4112</b> Food Chemistry & Functional Foods	3		
<b>FScN 4121</b> Food Microbiology	3		
<b>FScN 4332</b> Food Processing Operations	3		
<b>FSCN 8318</b> Current Issues in Food Science	2		
<b>Additional Notes / Exceptions</b>			

### Additional FSCN Course

One of the following three courses:

Course Name	Credits	Term/Year you took it or plan to take it	Grade
<b>FScN 5122</b> Food Fermentations & Microbiology and <b>FSCN 5123</b> Molecular Biology for Applied Scientists	2		
<b>FScN 5131</b> Food Quality	1		
<b>FScN 5312</b> Food Analysis	3		
	4		

Additional Notes / Exceptions

**Did you take any of the required courses as an undergraduate student?** If so, list them below and attach a copy of your transcripts. (Do not list these undergraduate courses in GPAS. The requirement for these courses will be waived for you. You will need to take other graduate level courses instead. See next section.)

Required Course Name	Credits	Name of Course Taken	Where did you take it?	Term/year	Grade
<b>FScN 4112</b> Food Chemistry & Functional Foods					
<b>FScN 4121</b> Food Microbiology					
<b>FScN 4332</b> Food Processing Operations					
<b>FScN 5122</b> Food Fermentations & Microbiology and <b>FScN 5123</b> Molecular Biology for Applied Scientists					
<b>FScN 5131</b> Food Quality					
<b>FScN 5312</b> Food Analysis					
Additional Notes / Exceptions					

**If you took any of the required courses listed above as an undergraduate student, list below the graduate courses you plan to take instead to equal the same number of credits.** This must include 5 FSCN credits at the 5xxx or 8xxx level. The remaining credits are free to be used elsewhere in consultation with your adviser.

Course Name and Number	Credits	Term/Year you took it or plan to take it	Grade
Will any of these courses be used for a minor?			

**Food Science Elective**  
At least 3 FSCN course credits at the 5xxx or 8xxx level in consultation with your adviser.

Course Name and Number	Credits	Term/Year you took it or plan to take it	Grade
Additional Notes / Exceptions			

**General Elective**

Additional 5xxx or 8xxx level courses, if needed, chosen in consultation with adviser, to reach total credits required for degree.

Course Name and Number	Credits	Term/Year you took it or plan to take it	Grade

Will any of these courses be used for a minor?

**Graduate Level Transfer Coursework Request**

Are you requesting to transfer any GRADUATE LEVEL coursework from another institution to meet these

course and credit requirements? If so, list all transfer work in chronological order. Official transcripts must be attached unless previously submitted with your application for admission. Enter this information in GPAS.

**Transfer limits: MS:** At least 60% of graduate course credits (not incl. thesis credits) must be completed at UMN.

**PhD:** At least 12 graduate course credits must be completed at UMN

Term/Year	Department/Course number	Course Title	Credits	Grade	Institution	Which of the above categories does this requirement meet? (for DGS use only)

Additional Notes / Exceptions

**DEGREE PLAN COURSEWORK TOTALS**

UMN GRADUATE COURSE CREDITS \_\_\_\_\_ TRANSFER COURSE CREDITS \_\_\_\_\_ TOTAL COURSE CREDITS \_\_\_\_\_

Total Credits Required for the Degree:

**MS Plan A:** 30 Credits (20 course credits and 10 FSCN 8777 Master's thesis credits)

**MS Plan B:** 30 Credits (30 course credits. The ten additional course credits are decided upon by the student and adviser. \*)

**PhD:** 48 Credits (24 course credits and 24 FSCN 8888 Doctoral thesis credits)

\*Only 4 credits of Independent Study or Research Topics are allowed on the Degree Plan and only 9 credits of 4XXX level courses are allowed on the Degree Plan.

**Additional information required before Degree Plan can be approved.  
(You do not need to enter this in GPAS)**

<b>Proposed Thesis Title:</b>
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<b>Brief description of Proposed Thesis Project (3 or 4 sentences):</b>
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**Please indicate your committee members below for Food Science Graduate Studies Committee approval.**

The **Master’s Final Examination Committee** must consist of at least three members, including the advisor/s. At least two members of this Committee must be members of the Food Science graduate faculty and one additional outside member representing another graduate faculty department. If a student has chosen a minor field, the faculty member from that field will serve as the outside examiner for the final exam.

**The Doctoral Preliminary Written and Oral Examination Committee** must have a minimum of four members (1 outside). Committees can have five members (2 outside) at the adviser’s discretion.

- At least three members (including the advisor) must be from the student's major field.
- At least one member must represent a field outside the major (additional members may be required at the adviser’s discretion).
- If the student has declared a minor, at least one member must represent the minor field.
- Members cannot satisfy the requirement with respect to more than one field.

If the student is being co-advised and both advisors are serving on the Examining Committee, an additional committee member will be added to the Committee.

<b>Major Field Examiners</b> MS requires 2; PhD requires 3	<b>Outside the Major Examiners / Department</b> MS and PhD require 1 ( 2 may be required for the PhD at the adviser’s discretion)
<b>1.</b>	<b>1.</b>
<b>2.</b>	<b>2.</b>
<b>3.</b>	

**Once approved, the student must request their committee members online via <https://onestop.umn.edu/academics/examination-committees>**

<b>Signature of Student</b>	<b>Date</b>
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By signing this form, I am verifying that I have contacted the above mentioned faculty, and received their acceptance to serve on my committee.

<b>Name of Adviser</b>	<b>Signature of Adviser</b>	<b>Date</b>
<b>Name of Co-Adviser</b>	<b>Signature of Co-Adviser</b>	<b>Date</b>

<b>Signature of DGS in Food Science</b>	<b>Date</b>
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