

ADEQUATE PROGRESS - DOCTOR OF PHILOSOPHY STUDENTS¹

For students admitted to the degree program and taking courses

- Meets/has met **face-to-face**² with temporary advisor upon admission or prior to beginning of coursework.
- Within completing 36 hours of doctoral work, has developed, with help of advisor a degree plan, listing both courses to be taken and semesters in which courses will be taken. Also works with advisor to identify and select committee members.
- Enrolls in a course load sufficient to complete degree in 4 years according to degree plan.
- Successfully completes all enrolled courses with a grade of "B" or better listed on degree plan each semester, including summer session.
- Accurately and fully completes required Doctoral Student Portfolio each year.
- After first semester, **participates** in at least one professional development (conference proposal writing, conference presentation, etc.) activity each semester.
- After first semester, participates in a research project; after third semester, participates in the design and implementation of a research project.
- By the beginning of the third semester, if not completed sooner as part of grant work, has completed training for research compliance certification appropriate for program/ field of study (e.g. IRB).
- By the end of the third semester, and each semester thereafter, actively engages in research process, by way of contributing to conference proposals, manuscripts, grant proposals, or other research products.

For Students who have Completed Coursework

- Meets **face-to-face** with committee chair at least once a semester.
- Schedules and successfully completes Preliminary/Qualifying Examination sequence within one semester of finishing coursework.
- Prepares, schedules and successfully presents proposal for Dissertation within one year of finishing coursework.
- Continues to actively engage in research process, by way of contributing to conference proposals, manuscripts, grant proposals, or other research products.
- Accurately and fully completes required Doctoral Student Portfolio each year.
- Admitted to candidacy within one year of finishing course work.
- Completes a detailed "Roadmap" outlining steps and dates for completing the steps to finish and defend dissertation.

¹ This document was created in response to concerns expressed by members of College of Education and Human Development to the GIC about the quality of the PhD student experience. The "suggested" benchmarks are provided as a starting place - to be modified as appropriate -for departments/programs to develop their own set of benchmarks to assist students. The benchmarks can be applied to help articulate adequate progress for PhD students.

² Face-to-face meetings can be in-person or virtually, such as through Skype.

For Students Admitted to Candidacy

- Meets **face-to-face** with committee chair at least once a semester.
- Accurately completes required Doctoral Student Portfolio each year.
- **Leads** in at least one professional development activity (e.g., manuscript for publication, presentation, training, etc.) each semester.
- Meets deadlines of aforementioned “Roadmap” (see previous section).
- Revises “Roadmap” if deadline is not met - no more than two extensions during period of writing.
- Schedules dissertation no later than two years after completing Preliminary/Qualifying Exam.