

Ph.D. Degree Requirements Checklist

Check	Item	Date Completed
	1. Core courses or equivalent	
	2. Specialty seminars	
	3. Graduate seminars	
	4. Elective courses	
	5. Selection of comprehensive exam committee	
	6. Qualifying oral examination	
	7. Written comprehensive examination	
	8. Submission of comprehensive exam results to Dean*	
	9. Application for candidacy	
	10. Submission of approved Candidacy form to Dean*	
	11. Selection of topic approval committee	
	12. Preliminary topic approval exam	
	13. Topic approval examination	
	14. Topic approval by Program Faculty	
	15. Submission of approved dissertation form to Dean*	
	16. Selection of dissertation committee	
	17. Topic approval by Dean of Graduate Studies	
	18. Dissertation completed*** /****	
	19. Final oral examination (dissertation defense)	
	20. Residency requirement**	

NOTES:

- * These items are done on behalf of the student by departmental personnel. However, it is the ultimate responsibility of the student to ensure that all items and forms are completed.
- ** In view of the nature of the residency requirement, students are encouraged early in their graduate programs to plan to meet this requirement by the prudent and timely selection of courses, credits, and registration status (full time or part time, etc.).
- *** The dissertation must be completed in accordance with strict formatting guidelines. A guide for the writing and production of the dissertation can be obtained from the office of the Dean of Graduate Studies.
- **** It is traditional for the student to provide his/her major advisor with a bound copy of the final dissertation.