

## CHECK LIST OF GRADUATE COUNCIL REQUIREMENTS FOR PROFESSIONAL DOCTORATE DEGREE

### Please review each semester:

Following is a summary of Graduate Council requirements that Professional Doctoral students must meet before the Office of Graduate Enrollment Services may approve their graduation. Please use this as a guide. For more detailed information on these and other degree requirements, refer to the [Graduate Degree Programs Bulletin](#) and [Graduate Education Policies](#).

- If students have a minor field, they must earn at least 15 graduate credits in that field. Students having a minor field must have a graduate faculty representative from that field on their doctoral committee. Minors must be added prior the doctoral committee appointment formation and before scheduling the comprehensive exam.
- A student's doctoral committee shall be nominated to the J. Jeffrey and Ann Marie Fox Graduate School by the student's major Graduate Program Head as soon as possible after the student has secured an adviser, but no later than one semester following the date of the student's successful completion of the Qualifying Examination unless an alternative timing is approved through the Graduate Council's curricular review process.
- The English Competency Requirement must be satisfied before scheduling the comprehensive examination.
- The student's academic record must be in good academic standing to schedule any benchmark exam and to graduate:
  - Registration is required the semester of both the oral comprehensive and final examinations (including summer).
  - No missing or deferred grades can appear on a student's transcript when the oral comprehensive examination or the final oral examination/performance is scheduled.
  - Must have a least a 3.0 grade point average to schedule an oral comprehensive examination or final oral examination/performance and to graduate.
- Three or more months must have elapsed between the passing of the comprehensive examination and scheduling of the final oral/performance examination.
- The Comprehensive Examination should be scheduled within a year of completion of all required course work, but it must be scheduled no later than five years following the passing of the Qualifying Examination.
- TIME LIMITATION. All requirements must be completed within eight years of the passed qualifying examination date.