



POLICY NAME: Doctoral Preliminary Conference

EFFECTIVE DATE: July 1, 2013

LAST REVIEW:

NEXT REVIEW:

POLICY OWNER: Associate Provost and Dean of Graduate Studies

PROCEDURE CONTACT: School of Graduate Studies

POLICY/PROCEDURE:

Doctoral students must arrange for a preliminary conference. This preliminary conference may be scheduled after the student has been fully accepted into a graduate program, if the graduate grade point average is at least 3.0, and after the student's program of study has been approved by the graduate dean, but at least one semester prior to the final oral examination.

In consultation with the student's adviser, an outline of the proposed culminating doctoral project is prepared and one copy is submitted to the School of Graduate Studies two weeks prior to the time requested for the preliminary conference. The student should then schedule a preliminary conference. Three faculty members (including the committee chair) affiliated with the student's doctoral program, one faculty member from outside of the department in which the doctoral program resides, and one additional graduate faculty member comprise the faculty representation. These conferences are not scheduled during final examination week.