

Nomination of Advisory Committee-PhD Degree

The following committee members have agreed to serve on the advisory committee for _____ who is currently pursuing the degree of DOCTOR OF PHILOSOPHY in _____.

The PhD Advisory Committee will consist of a minimum of five members. Four of the members must be members of the Graduate Faculty. Three of the members must be from the student's major program and at least one from outside the major program.

In addition to the four Graduate Faculty members mentioned above, the fifth committee member can be from inside or outside of UMMC. If the fifth member is not a member of the Graduate Faculty, a CV must be attached to this document. These members will need to be approved by the Dean of the Graduate School.

_____	_____
Chairperson, Name and Title	Graduate Program Graduate Faculty
_____	_____
Committee Member Name and Title	Graduate Program Grad Faculty within program
_____	_____
Committee Member Name and Title	Graduate Program Grad Faculty within program
_____	_____
Committee Member Name and Title	Graduate Program Grad Faculty <u>outside</u> of program

The following Scientist(s) noted below, from inside or outside UMMC, have agreed to serve on the candidate's advisory committee. The 5th committee member can be a Graduate Faculty member from any program, an external person, or a UMMC scientist who does not have graduate faculty status. However, a Curriculum vitae (CV) must be attached and approved by the Graduate School for any non Graduate Faculty or external committee member.

_____	_____
Committee Member Name and Title	Committee Member at Large

Additional Committee Members (optional):

_____	_____
Committee Member Name and Title	Committee Member at Large
_____	_____
Committee Member Name and Title	Committee Member at Large

Thank you,

Approved:

_____	_____
Director of Graduate Program	Dean, School of Graduate Studies

Minimum Requirements for Completion of PhD

The following requirements for the PhD degree are the minimal requirements and apply to all students seeking the doctoral degree. Because individual programs may have additional specific requirements, the student is urged to clearly identify them before beginning a course of study.

- **Residence Requirement**
 - One academic year in continuous residence as a full time student
- **Time Limit**
 - No more than 5 years following admission to candidacy
- **Complete Coursework**
 - 60 hours minimum or 30 hours beyond Masters
 - ID 709 - Responsible Conduct of Research (all programs except PHN)
 - ID 700 - Ethics in Research (PHN)
 - ID 714 - Professional Skills (all programs except PHN)
- **Qualifying Exam Form**
- **PhD Application for Candidacy**
 - Complete and submit within 2 weeks of passing Qualifying Exam
- **Nomination of Advisory Committee**
 - Committee to consist of 5 members to include: 4 Graduate Faculty members/3 within major program and 1 outside graduate program
- **Proposal Approval Form**
 - Within 1 year of candidacy
- **1st Authored Publication**
 - The student must be listed as the SOLE first author on at least one publication in a national or international peer-reviewed journal
- **Application for Diploma**
- **PhD Dissertation Defense Form**
 - Public Defense - Defense information to be sent to SGSHS 2 weeks prior for public announcement. Dissertation must be submitted to SGSHS 2 weeks prior to defense for formatting review through ProQuest. Committee members must also review/approve dissertation. 5 members of AC must participate in the defense.

Other Requirements at Completion of Dissertation

- Dissertation Finalized (final draft submitted within 2 weeks after defense)
- Copyright Registration (completed during initial dissertation submission in ProQuest)
- Survey of Earned Doctorates (electronic survey link)
- Student Exit Survey (electronic survey link)
- Student Information Sheet/Employer Permission (electronic survey link)

Student Printed Name	Student Signature	Date
Mentor Printed Name	Mentor Signature	Date
Program Director Printed Name	Program Director Signature	Date