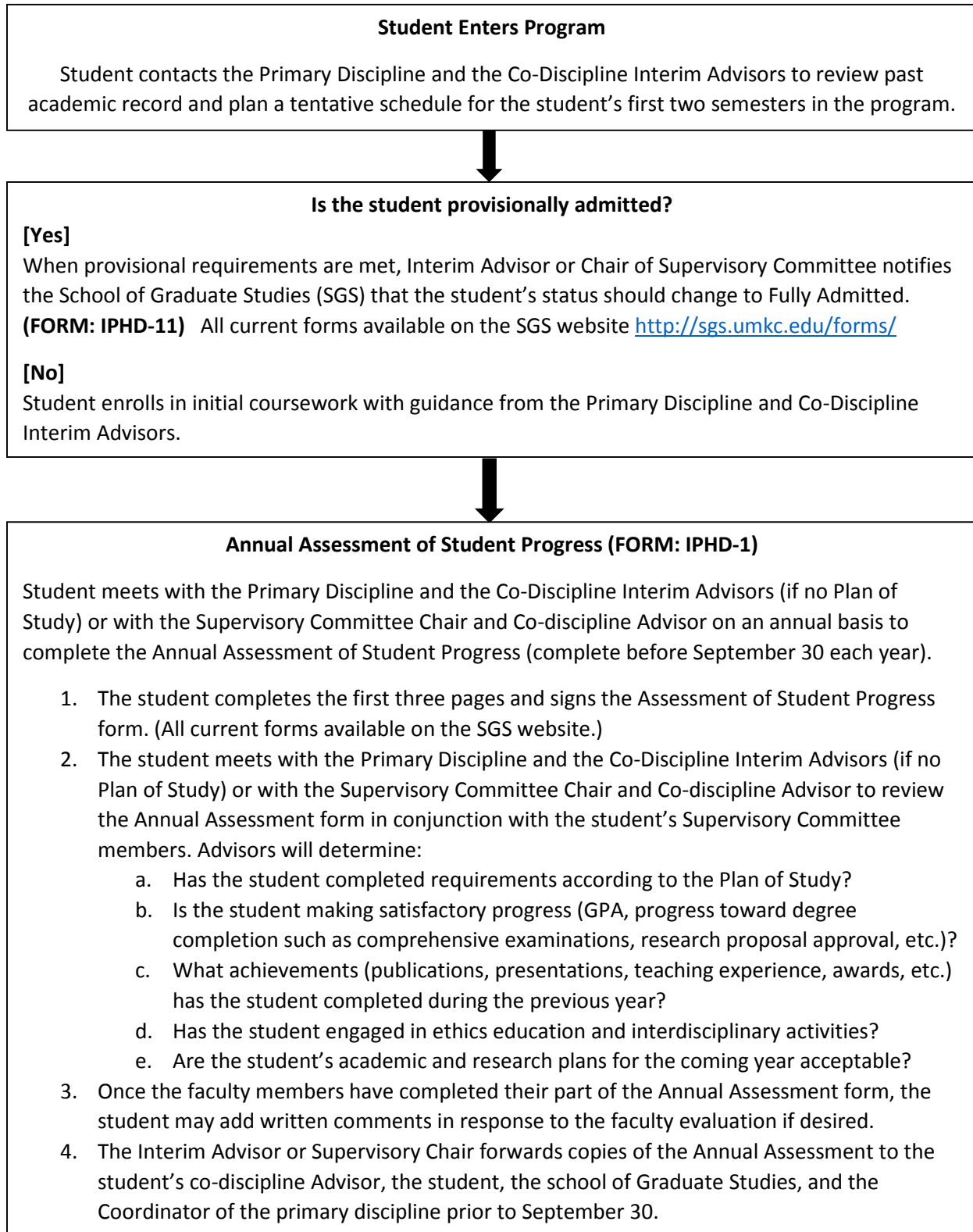


Flowchart: A Student's & Advisor's Guide through the Interdisciplinary Ph.D. Program



Student Forms Supervisory Committee & Develops Plan of Study (FORM: IPHD-2)

1. The Supervisory Committee shall consist of at least five members composed of one doctoral faculty from each of the primary and co-disciplines with a maximum of three from any one discipline. Up to two of the remaining members of each committee can hold either graduate or adjunct graduate faculty status. Final approval of the composition of each Supervisory Committee shall be obtained in writing by the Advisor (or Committee Chair) from the Dean of the Graduate school. Where graduate or adjunct graduate faculty are included, the Advisor shall provide a strong justification for their inclusion.
2. The Plan of Study form with Preliminary Research Plan (2-4 pages) must be developed within the first two years of the program.
3. Ensure residency requirements are identified in the Plan of Study.
4. Supervisory Committee meets with the student to review the proposed Plan of Study. Each committee member must sign the Plan of Study to indicate willingness to serve on the Supervisory Committee and approval of the Plan of Study.
5. Once the Supervisory Committee members have signed the Plan of Study, the student obtains the necessary administrative official approvals of the Plan of Study.
6. The student submits the Plan of Study to the School of Graduate Studies for a final review and approval by the Interdisciplinary Ph.D. Executive Committee.
7. The Dean of the School of Graduate Studies conducts a final review and signs to indicate approval for the Supervisory Committee members and Plan of Study. Copies of the POS with signatures are distributed to the student, Supervisory Committee members, Records Office, IPh.D. Coordinators in the student's disciplines, and placed in the student's file in SGS.



Application to take Comprehensive Examinations

To advance to degree candidacy, Interdisciplinary Ph.D. students are required to pass a comprehensive examination that integrates components of each discipline to which they have been admitted. Either the written or oral or both component(s) of the comprehensive examination must include an evaluation of the student's ability to integrate content, theory and/or methods from each specified discipline. The doctoral comprehensive examinations must be completed at least seven months before the date of graduation.

The following requirements must have been met before students can take the comprehensive examination(s):

1. Successful completion of all qualifying requirements (such as residency requirement) and full admission to the School of Graduate Studies.
2. Appointment of a Supervisory Committee.
3. Filing and approval of the Ph.D. Plan of Study (**FORM: IPHD-2**) and completion of essentially all coursework or other study required for the degree.
4. The student must be enrolled when taking the comprehensive examination.

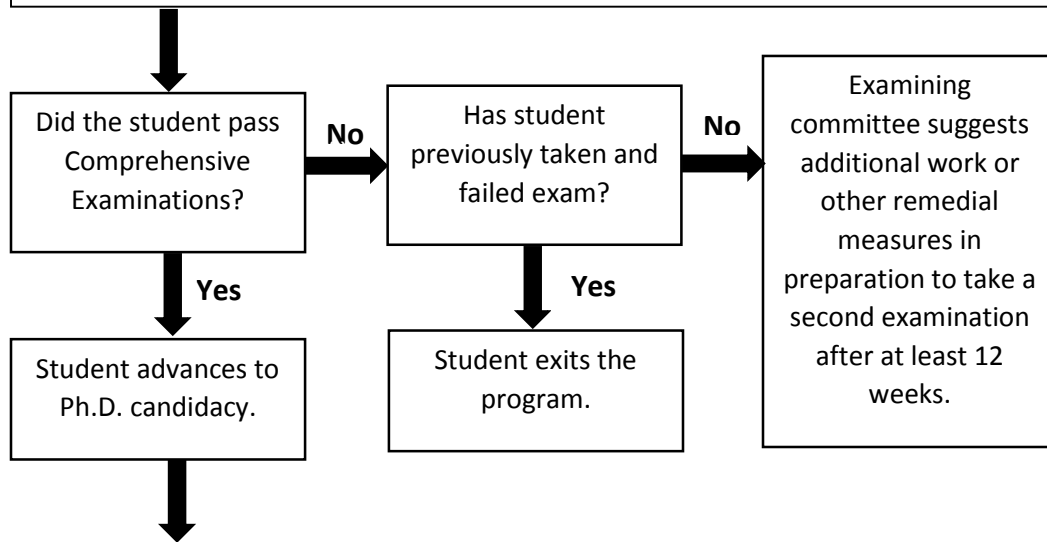
A student, through his or her Supervisory Committee Chair, applies to the School of Graduate Studies for an examining committee. (**FORM: IPHD-3**)

Student takes Comprehensive Examinations

The comprehensive examination may be written, oral or both. The Dean of the School of Graduate Studies appoints an examining committee that consists of members of the student's Supervisory Committee and others approved by the Dean of the School of Graduate Studies.

The examination is arranged and conducted by the examining committee.

Upon completion of the examination, the student's Supervisory Committee Chair sends a report of the results, carrying the signatures of all members of the examining committee, to the Dean of the School of Graduate Studies, who then informs the student and the registrar. **(FORM: IPHD-4)**



Approval of Interdisciplinary Ph.D. Research Proposal (FORM: IPHD-5)

Candidate submits the Dissertation Research Proposal to the Supervisory Committee. When the proposal is approved by the Supervisory Committee members (and the appropriate Institutional Review Board, if applicable), the candidate's Supervisory Committee Chair sends the Research Proposal Approval form with a copy of the Research Proposal to the School of Graduate Studies. The candidate begins/continues dissertation research and analysis of data according to the proposal.

Preparation and Preliminary Approval of Dissertation (FORM: IPHD-6)

Candidate continues to work with the Supervisory Committee to complete the dissertation research and to write the final dissertation. The candidate seeks approval from the Supervisory Committee Chair to apply for graduation. At least six weeks prior to graduation, the candidate sends a copy of the dissertation with the Preliminary Approval Form signed by the Supervisory Committee Chair and a MoSPACE License Form to the School of Graduate Studies for a format review.

Defense of Dissertation

Candidate works with the Supervisory Committee Chair in conjunction with the student's Supervisory Committee members to schedule the defense of the dissertation and to announce the date, time, and location to doctoral faculty at least 2 weeks prior to the defense. The defense must take place during the regular semester (Fall, Spring, Summer). Any exceptions must be approved by the Dean of the School of Graduate Studies. The defense is open to all doctoral faculty members. Supervisory Committee members sign the **Report of Results of Final Dissertation Examination for Interdisciplinary Ph.D. Candidates (FORM: IPHD-7)**. The Supervisory Committee Chair sends the report of the results of the final dissertation examination in writing to the candidate and to the School of Graduate Studies within 48 hours of the defense.

Supervisory Committee members each complete the **Interdisciplinary Ph.D. Dissertation Final Report (FORM: IPHD-8)** and forward them to the Supervisory Committee Chair. When all final changes to the dissertation have been made, the Supervisory Committee Chair signs each of the Committee members' forms to indicate acceptance of the dissertation for the degree requirements. The Supervisory Committee Chair sends all Final Approval forms to the School of Graduate Studies. The Supervisory Committee Chair submits changes of grade forms for any Incomplete grades in dissertation hours (or other courses) to the Records Office.



Submission of Dissertation Final Copy

The candidate completes all revisions to the dissertation communicated by the School of Graduate Studies as a result of the formatting check. Once the corrected dissertation and the Final Approval forms have been received, the dissertation is certified by the School of Graduate Studies and instructions are communicated to the candidate for uploading a final copy to ProQuest.



Graduation!