

## Sample PhD Progress Toward Degree

Students enter with 30 credit hours from the MA. They need an additional 18 credit hours in course work and 6 credit hours in research, for a total of 24 additional hours for the PhD. Once they reach 54 total hours (30 from MA, 24 from PhD), they should advance to candidacy and enroll in 799. They must have a minimum of 72 credit hours to complete the degree; they may count a maximum of 36 hours of 799 if they entered before fall 2012 and a maximum of 18 hours of 799 if they entered in or after fall 2012. This means that they can certainly take more than the 24/54 hours of course work needed toward their degree. Courses expire within 9 years, meaning that students must complete their program no later, and preferably much earlier, than August of their 9<sup>th</sup> year. Thus if a student began the PhD program in Fall 2010, they must finish by August 2019

The Graduate School requires students with assistantships to enroll in 9 credit hours per semester. Therefore, it would take them a maximum of three semesters to meet their course work credit requirement including the two research seminars.

Year 1: 9 credit hours each semester, 18 total. Student should begin working on field essays by defining fields and reading lists with examiners.

Year 2: 9 credit hours each semester, 18 total. Student should fulfill language requirements by end of this year. Student should finish field essays this year.

Of the 36 credit hours, 6 hours (2 classes) would be comprised of two 500-level courses and 12 hours (4 classes) would be 600-level courses; 6 hours (2 classes) would be the two research seminars; and the remaining 12 hours (4 classes) would be up to the student. These might be directed readings to prepare for field essays, additional research seminars to work on the dissertation prospectus, or additional reading seminars for breadth.

Year 3: Fall: Student submits all field essays and teaching portfolio by the beginning of the fifth semester. Within one month of essay submission, student takes oral exam. Student enrolls in History 656 to work on dissertation proposal.

Spring: Student is advanced to candidacy and may begin enrolling in History 799.

Student must defend dissertation proposal by the end of the semester following the oral exam.

Year 4: Research and writing. Submit external grant proposals in the fall for 5<sup>th</sup> year funding.

History 799 may be taken for between 1-15 hours per semester. For students entering before fall 2012, a maximum of 36 hours may count toward the 90 minimum hours required for the PhD. For students entering after fall 2012, a maximum of 18 hours may count toward the 72 minimum hours required for the PhD. After the maximum number of hours of 799, it is taken as an audited course. The Graduate School requires continuous enrollment in 799 until the dissertation is defended and approved. Given that this is the final year of PhD funding, students on assistantships might enroll for the maximum allowable credit hours with their tuition waiver.

Year 5: Complete writing the dissertation. Fulfill the public colloquium requirement (see year 6)  
Defend the dissertation in the spring semester.

Year 6: Student is required to present a public colloquium on their dissertation research within three years of the approval of their dissertation topic. For students who defended in spring of Year 3, this requirement must be met by spring of Year 6 at the very latest.

Year 9: Courses taken in the fall semester of year 1 expire at the end of the fall semester of year 9, so it is imperative that the research, writing, defense, revision, and acceptance of the dissertation take place by the end of the fall semester of Year 9.