

## **Summary of Timeline for Ph.D. Candidates**

### **First Semester**

- Initial registration with help from your major (or temporary) advisor or ESE-IGP Program Office – Christal Musser ([musser@purdue.edu](mailto:musser@purdue.edu))
- English proficiency needs to be satisfied for foreign students before filing a POS
- Transcripts on file for all previous course work or not eligible to register the following semester

### **Second Semester**

- Advisory committee selected no later than early in the second semester
- First committee meeting before the end of the second semester
- Saved or Draft Plan of Study (POS) filed before the end of the second semester and the final POS by the start of year 2
- Confirm that you meet the requirements of your home academic department and ESE-IGP

### **All subsequent Semesters prior to Preliminary Examination and Last Semester**

- Meet with Advisor frequently
- Meet with Advisory Committee once per semester, but not less than annually
- Submit a signed committee meeting report to ESE-IGP Office
- Committee meeting to determine if course objectives have been or will highly likely be met prior to the end of the semester and incomplete grades resolved.
- Confirm that your POS doesn't need changed due to course not taking/offered or research interest changed.

### **Written & Oral Preliminary Examination (prior to the end of Year 2)**

- A proposal must be submitted to your advisory committee at least two weeks before intended examination date.
- Proposal must be reviewed by your advisory committee according to the performance ratings outlined in the Proposal Rubric Evaluation. Copies of the signed rubric forms (one from each committee member present) must be submitted to the ESE Program Head and your associated academic department coordinator.
- The written and oral preliminary examinations should then proceed, which consist of questions address areas in your proposal, your theme area, and/or the broader area represented by ESE and are given by each committee member. Responses to written preliminary exam questions will be evaluated by each committee member according to the performance ratings outlined in the Written Preliminary Rubric Evaluation.
- Scheduling of exam (graduate school Form 8) must be done two weeks before the date of the exam. This applies for all oral examinations.

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- You MUST have a minimum of two semesters between prelim and final examinations.
- Written & oral preliminary examination – faculty will evaluate you according to the performance ratings outlined in the Oral Preliminary Rubric Evaluation. Signed rubric forms (one from each committee member present) must be submitted to the ESE Program Head and your associated academic department coordinator.

### **Start of Last Semester**

- Submit Form 23 or email to ESE Program Coordinator to indicate intent to graduate
- First draft of dissertation must be submitted to major professor at least six weeks before intended examination date
- Dissertation draft must be submitted to the advisory committee at least two weeks before intended examination date
- Dissertation draft must be reviewed by your advisory committee according to the performance ratings outlined in the Dissertation Rubric Evaluation. Copies of the signed rubric forms (one from each committee member present) must be submitted to the ESE Program Head and the associated academic department coordinator.
- 3 weeks before the intended examination, request an appointment for an examining committee date – Completed form 8.
- 3 weeks before the intended examination, students must submit an abstract for their seminar notice to the ESE Program Coordinator. This will be circulated two weeks before your thesis seminar to the ESE and associated academic department student and faculty list.

### **Successful Completion of Your Degree**

- Pass oral defense by according to the performance ratings outlined in the Ph.D. Dissertation Rubric Evaluation. Signed rubric forms (one from each committee member present) must be submitted to the ESE Program Head and your associated academic department coordinator.
- Prepare for Dissertation deposit, which requires approval of PhD advisory committee members and ESE Program Head, and formatted according to the graduate school <http://www.gradschool.purdue.edu/thesis.cfm>
- Exit Questionnaire from the Graduate School.
- Exit Interview with ESE.

### **Minimum Credit Hours on Plan of Study**

- A total of 90 credits are required by the graduate school. The distribution between formal course credits and research credits varies across associated academic departments.