

## RESEARCH CREDITS

All PhD students must register for a minimum of 24 research credits over the course of their doctoral studies. These are normally taken once you have completed coursework and should be taken while studying for your qualifying examinations and conducting research for your dissertation. Whether or not you are physically present on campus, as long you are actively continuing in the program, you must register for at least one research credit per semester.

You should meet with your advisor or chair, preferably prior to the beginning of the semester for guidance in formulating your research plan. Then, in order to better track student progress, by the end of the second week of each semester for which you are registered for research credits, you must provide your advisor or dissertation chair with a brief outline or description of what you plan to accomplish for the upcoming semester. You must keep, in your files, a copy of each semester's outline or description.

Research objectives could include, for example, completing the qualifying examinations, completing drafts of your proposal, completing specific chapters of your dissertation, collecting data, etc. Your goals should be *ambitious but achievable* both to keep your progress moving forward at a realistic pace, and so that your supervisor will have a basis on which to submit a grade on your progress, i.e., either Satisfactory, Unsatisfactory, or Incomplete.

When registering for research credits, be sure to register either with your current advisor or your doctoral committee chair as the "Instructor." If you are uncertain who to select, please consult with the PhD Program Director.

These conditions are effective from **September 1, 2016** and apply to all registrations for the Fall 2016 semester and thereafter.