

DEFINITION OF ADEQUATE PROGRESS FOR PH.D. PROGRAM
MATRICULATION WITH BACHELORS DEGREE
DEPARTMENT OF GEOGRAPHY - INDIANA UNIVERSITY
(credit hours indicated are minimum number for that semester/year)

First Semester (9 credit hours):

- Course selection in collaboration with Director of Graduate Studies and other appropriate faculty.
- Identification of supervisor
- Completion of *G500*, *G588* (if necessary) and additional coursework for a total of 9 credit hours of classes

Second Semester (18 credit hours):

- Completion of *G501* and additional courses for a total of 9 credit hours of classes
- Formation of Masters committee
- Student presents Master's proposal to faculty and students of the department

First Summer (24 credit hours):

- Student completes 6 hours of readings or research credit on topic of Master's Degree.

Third Semester (33 credit hours):

- Completion of an additional 9 hours, including thesis or paper hours.
- Student defends **Master's Degree** research.
- Contingent on the recommendation of the Master's committee, student may continue in the Ph.D. program. Continuing students must draft a new research statement for submission to the faculty and approval by their committee.

Fourth Semester (42 credit hours):

- Student identifies minor field(s) in conjunction with advisor
- Completion of 9 credit hours of classes
- Student selects **Ph.D. Advisory Committee** consisting of:
 - Major advisor from Geography;
 - At least two additional faculty members from Geography;
 - A faculty member representing the Minor.
- Appointment of Advisory Committee Form is completed and forwarded to the College of Arts and Sciences for approval no later than one year after the student has been admitted to the Ph.D. program.

Second Summer (48 credit hours):

- Students completes 6 credit hours of research.

Fifth Semester (57 credit hours):

- Students completes 9 credit hours of coursework.

End of the Sixth Semester (at the latest) all students must have (at least 66 credit hours):

- Completed required **Core Courses**: *G500*, *G588* (if necessary), *G501*
- Completed Course Work for the **Major**: four graduate courses
- Completed Course Work for the **Minor**: see requirements specified in the minor program (typically 9-12 credit hours).
- Identified a Qualifying Examination Committee (update Advisory Committee, if necessary, for qualifying exam).
- Completed paperwork identifying the areas to be examined and who on the Examination Committee is responsible for each area of examination.

Third Summer (72 credit hours):

- By end of summer, student must have completed 70 credit hours.

Seventh Semester:

- **Qualifying Examination**
 - **Written** Portion, followed approximately two weeks later by **Oral** Portion
 - Subject to successful completion of qualifying exam: **ADMISSION TO PH.D. CANDIDACY** (Student's Advisory Committee submits a Nomination to Candidacy Form to the Graduate School.)
- Student selects **Research Committee** (in consultation with advisor) consisting of:
 - Director/chairperson of the committee (must be a full member of the Graduate Faculty);
 - Two or more faculty from Geography;
 - A representative of each minor.
 - *All of the above members of the research committee must be Members of the Graduate Faculty, at least 50% must be Members of the Graduate Faculty with approval to supervise Ph.D. students.*
- **Note:** The Research Committee must be approved by the Dean of the Graduate School.
- Student meets with the advisor and research committee for **preliminary approval of dissertation topic**.

Eighth Semester:

- **Research Proposal**
 - **Preparation** of Research Proposal.
 - **Distribution** of Research Proposal to Faculty and Graduate Students at least one week prior to presentation of Research Proposal.
 - **Oral Presentation** of Research Proposal to the Department.
 - **Approval of Research Proposal:** Research Committee determines necessary changes in Research Proposal and approves the Research Proposal.
 - Student submits (in consultation with and approval by the Research Committee) a 1-2 page **prospectus of the dissertation** research to the Graduate School for approval.

Ninth and Tenth Semester:

- Up to 20 credit hours of *G860 Ph.D. Thesis*.
- Once students have accumulated a total of 90 credit hours, they must enroll for a minimum of 1 hour of graduate credit each semester until the degree is completed or in *G901, Advanced Research*.
- Student **submits copy of dissertation** to all members of the Research Committee.
- In consultation with the Chair of the Research Committee, student **requests Oral Defense**.
 - The decision to schedule a defense is reached by the Research Committee.
 - At least thirty days prior to the scheduled defense, student (1) **submits a one-page announcement** of the final examination/defense to the Graduate School, and (2) the advisor advertises the event in the department.
 - **Oral Defense**
- Upon acceptance of dissertation by all members of the Research Committee:
 - Student **submits dissertation**. *For the submission requirements, please check with the Graduate school.*

Note: Deviation from this definition of adequate progress toward degree without written permission of the faculty may result in withdrawal of financial support and/or dismissal from the program.