Ph.D. Timeline

Name ________________________________

PSU ID_______________________________ Email Address____________________

<table>
<thead>
<tr>
<th>YEAR 1</th>
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<th>YEAR 2</th>
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<tr>
<td>______</td>
<td>Campus arrival</td>
<td>______</td>
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<tr>
<td>______</td>
<td>Complete online SARI training</td>
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<td>______</td>
<td>Student orientation</td>
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<td>______</td>
<td>Complete AEOCPT test, if required</td>
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<td>______</td>
<td>Math Camp (Optional)</td>
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*_________ COMPETENCY REQUIREMENTS - Form A - (Submit to Ph.D. coordinator for your department and submit completed form to the Ph.D. / M.S. Office during first semester in program. Update as requirements are met.)

*_________ Teaching Camp (before start of spring semester, if appropriate, depending on teaching schedule)

*_________ Student prepares annual report and/or worksheet. Submit report to PhD Coordinator and Ph.D. / M.S. Office (as appropriate).

*_________ Candidacy Committee is formed (if applicable, see department for specifics)

*_________ Write second-year summer or Comprehensive paper.
YEAR 3

__________ MINOR If the student is considering a minor, it should be added at this time (prior to the Comprehensive Exam) and the minor field must be represented on the student’s Doctoral Committee.

*__________ DOCTORAL COMMITTEE must be set up before scheduling oral or written comp. exam. -Form D

*__________ COMPREHENSIVE EXAMINATION (oral or oral and written) – Form H/K *** Three Weeks’ Written Notice *** Due at close of coursework phase of program and no more than eight years from completing Candidacy exam. Form A and Form B must be satisfied before scheduling. Student must be in registered status and the student’s academic record must be in good standing.

*__________ DISSERTATION PROPOSAL COMPLETION REPORT - Form J- Different presentation than oral comp., no later than one semester after successful completion of oral component of oral comp. exam.

__________ CONTINUOUS REGISTRATION MAINTAINED FROM PASSING OF ORAL COMPS UNTIL DEFENSE OF DISSERTATION.

__________ RESIDENCY REQUIREMENT. Registration required full-time for two (15 week) semesters in a one-year period, any time after admission as a Ph.D. student.

SPRING

__________ BA 591 Applied Communications Course (spring semester)

__________ Student prepares annual report and/or worksheet. Submit report to Ph.D. Coordinator and Ph.D. / M.S. Office (as appropriate).

YEAR 4

__________ Student prepares annual report and/or worksheet. Submit report to Ph.D. Coordinator and Ph.D. / M.S. Office (as appropriate).

Final Year

__________ Activate INTENT TO GRADUATE on eLION. (Check with the Ph.D. / M.S. Office for the due date for the semester in which you plan to graduate).

*__________ Schedule DEFENSE OF DISSERTATION - Form H/K- *** Three Weeks’ Written Notice *** MUST be registered for at least 1 credit, regardless of semester.

__________ Submit your thesis for format review by the announced deadline in the semester in which you plan to graduate, followed by your final thesis.

__________ Student prepares annual report. Turns report in to PhD Coordinator.

*Completed and signed forms must be turned in to the Ph.D. / M.S. Office. Exam forms are sent to the Ph.D. / M.S. office once approved by the Graduate School and distributed to the committee. Once issued, copies are available in the Ph.D. / M.S. office, if needed. The expectation is for forms to be returned to the Ph.D. / M.S. office no later than 30 days after the event or evaluation has been completed. Note that the Ph.D. Director is the only recognized signatory on Graduate School forms (Form C, D, H/K).