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## Steps from Admission to Graduation

### Prospective Students

#### Step 1

Students apply for admission into Ph.D. EAS program through the Graduate School.

#### Step 2

The application for admission into Ph.D. EAS program is received by the Chair of the EAS Program Committee from the Graduate School.

#### Step 3

The Chair of the EAS Program Committee arranges for review of the application materials by the Chair of the relevant Department (Civil and Environmental Engineering, Electrical Engineering, Mechanical Engineering, Chemistry, Geosciences, Mathematics, and Physics, and Anthropology). The Department Chair returns the recommendation back to the EAS Program Committee Chair who then forwards it to the Dean of College of Science and Engineering (CoSE).

#### Step 4

Application is finally approved/disapproved by the Dean of CoSE and then returned to the Graduate School.

#### Step 5

The Graduate School writes an acceptance or denial letter to the applicant.

### Admitted Students

#### Step 6: Assignment of Advisory Committee Chair and Formation of Ph.D. Advisory Committee

The student is assigned an **Advisory Committee Chair** (Academic Adviser) by the Department Chair. In consultation with the Academic Adviser, a three-member Ph.D. Advisory Committee with at least one graduate faculty from another participating department is formed by the student and approved by the student's Department Chair (see Form **EAS-2: Formation of Ph.D. Advisory Committee**).

#### Step 7: Program of Study

The **INITIAL Program of Study** for the student is approved by the student's Ph.D. Advisory Committee and Department Chair (See Form **EAS-1: Ph.D. Program of Study**). Prior to taking the Comprehensive/Qualifying Examination, the **FINAL Program of Study** for the student is approved by the student's Ph.D. Advisory Committee and Department Chair (See Form **EAS-1: Ph.D. Program of Study**).

### **Step 8: Comprehensive/Qualifying Examination**

An eight-hour Comprehensive/Qualifying Examination is administered by the **Ph.D. Advisory Committee**, after successful completion of 18 credits of course work. The **Chair of the Ph.D. Advisory Committee** initiates the examination process by notifying the student, the Department Chair and the EAS Program Committee Chair of the exam. The student may postpone the Exam to the following semester upon approval of the student's Advisory Committee. The **Advisory Committee** determines exam structure (time and topics) of the Exam according to the Departmental requirements. **The student is allowed two attempts to pass the exam.**

### **Step 9: Ph.D. Candidacy**

Upon satisfactory completion of the Comprehensive/Qualifying Examination, the student is admitted to candidacy (see Form **EAS-3: Report on Outcome of Comprehensive Examination/Qualifying Examination**).

### **Step 10: Ph.D. Dissertation Committee**

A **Ph.D. Dissertation Committee** comprised of at least five members, selected from graduate faculty. With approval of the Department Chair, the student selects the Chair of the Ph.D. Dissertation Committee, with his/her consent. In conjunction with **Dissertation Committee Chair** (Dissertation Advisor), the student selects the additional committee members, with their consent. The Ph.D. Dissertation Committee typically consists of student's major professor as **Dissertation Committee Chair**, two faculty from the student's department, one faculty from another department, and the graduate faculty representative. The Graduate Faculty Representative must be from outside the student's department. (See Form **EAS-4: Formation of Ph.D. Dissertation Committee**).

### **Step 11: Research Proposal Defense**

The student prepares, presents, and defends the research proposal to the **Dissertation Committee**, typically in the following semester after passing the Comprehensive/Qualifying Examination. The student must successfully defend his/her research proposal to move forward in his/her dissertation work. (See Form **EAS-5: Report on Outcome of Ph.D. Research Proposal**).

### **Step 12: Research and Dissertation**

The Ph.D. candidate carries out his/her research and prepares his/her dissertation. The major professor advises the student's work. The **Dissertation Committee** monitors the student's progress in research. The student prepares his/her dissertation.

### **Step 13: Dissertation Defense**

The **Chair of the Ph.D. Dissertation Committee** informs of dissertation defense date, time and place to the Chair of the Department, Chair of the Ph.D. EAS Program Committee, and the Graduate School. The student must provide the committee members with his/her dissertation (final or draft close to a final form) at least two weeks before the scheduled defense date. The candidate makes a public presentation of the dissertation and oral defense to the **Ph.D. Dissertation Committee**.

### **Step 14: Graduation**

Upon satisfactory oral defense to the Ph.D. Dissertation Committee, **the candidate graduates with a Ph.D. in Engineering and Applied Science.**