

# Ph.D. REQUIREMENTS CHECKLIST

NAME & DATE: \_\_\_\_\_

## 1 & 2, RESIDENCE AND REGISTRATION UNIT REQUIREMENTS:

Total units complete: \_\_\_\_\_ Total letter graded: \_\_\_\_\_ Total S/U units: \_\_\_\_\_ # of Incompletes: \_\_\_\_\_  
*Satisfactory/Unsatisfactory Grade Option: no more than 1/3 of total (excluding 299, 300 and 600 series) may be S/U.*

## 3, COURSE WORK: *minimum 28 units of letter graded coursework required (following Permission to Proceed).*

### Two Courses in the Primary Field:

Course #: \_\_\_\_\_ Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_

Course #: \_\_\_\_\_ Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_

### Two Courses in the Secondary Field:

Course #: \_\_\_\_\_ Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_

Course #: \_\_\_\_\_ Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_

### Electives:

Course #: \_\_\_\_\_ Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_ Course #: \_\_\_\_\_ Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_

Pedagogy seminars taken: (check if yes)

IS 375  IS 302  IS 303  Comp Lit 360S  College Writing 300

IS 282, Prospectus Tutorial: Sem/yr: \_\_\_\_\_ Units&Grade: \_\_\_\_\_

## 4, LANGUAGE REQUIREMENT: *2 languages other than Italian & English as demonstrated by exam or (1 possible) course work.*

1st language: \_\_\_\_\_ Date of Exam: \_\_\_\_\_ If coursework, list below:

2nd language: \_\_\_\_\_ Date of Exam: \_\_\_\_\_

## 5, PROVISIONAL PROSPECTUS Approved and emailed to the Graduate Assistant? Date: \_\_\_\_\_

## 6, QUALIFYING EXAM READING LISTS Approved and emailed to the Graduate Assistant? Date: \_\_\_\_\_

QE Exam: Proposed Semester/Date: \_\_\_\_\_ OR Semester/Year passed: \_\_\_\_\_

Application for Qualifying Exam signed by Grad Adv, submitted to Grad Div, copied to Grad Assist?  Date: \_\_\_\_\_

Exam Chair: \_\_\_\_\_ Outside Member of Exam Committee: \_\_\_\_\_

## 7, APPLICATION TO ADVANCE TO CANDIDACY signed, submitted to Grad Div, copied to Grad Assist? Date: \_\_\_\_\_

Dissertation Chair: \_\_\_\_\_ Outside Member: \_\_\_\_\_

## 8, DISSERTATION PROSPECTUS Approved and emailed to the Graduate Assistant? Date: \_\_\_\_\_

## 9, PROSPECTUS COLLOQUIUM Presented? Date: \_\_\_\_\_

## 10, FILING THE DISSERTATION: Planned date: \_\_\_\_\_

### SAMPLE PH.D. TIMETABLE

1st year: 24 UNITS language exam, semester in Italy, primary & secondary fields chosen, IS 282 Prospectus tutorial,

2nd year: 24 UNITS exam reading list approved & filed, exam and dissertation committees chosen, provisional prospectus approved, QE exam, advance to candidacy

3rd year: 24 UNITS further research undertaken, Prospectus Colloquium

4th year: 24 UNITS dissertation filed