

**Graduate Studies Handbook for the
Department of Philosophy
at Rice University
2024-25**



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I. Purpose of this Document:

This Handbook provides general guidelines for doctoral students in Philosophy. It describes the typical course of study leading to the PhD degree in Philosophy and includes information on degree requirements, funding, departmental expectations, and mechanisms for evaluating, advancing, and dismissing students. This document supplements, but does not replace, the University's General Announcements: <https://ga.rice.edu/graduate-students/academic-policies-procedures/>, which contain graduate school regulations governing students, including deadlines and additional requirements. It is the student's responsibility to become familiar with the contents of this Handbook. In addition to complying with the regulations stated in this Handbook, students must also comply with the General Announcements and the Code of Conduct (<https://sjp.rice.edu/code-of-student-conduct>).

In case there is conflicting information, university-wide regulations take precedence over department-wide regulations. When in doubt, students should seek help first at the department level (Graduate Administrator, Director of Graduate Studies, Advisor, or Department Chair) and then at the central administration level (office of Graduate and Postdoctoral Studies).

II. Funding:

Typically, all students admitted to the PhD program receive fellowships renewable for five years, including full tuition waivers and stipends. Continuation of enrollment and funding are contingent on satisfactory progress. The criteria for satisfactory progress are found in Sections VI and VII.

III. Brief Timetable:

Here is a brief overview of the normal course of study leading toward the PhD degree:

Coursework Phase (First Two Years): Complete 12 courses including the Proseminar. For incoming students with an MA in Philosophy, the number of required courses is 11. In addition, all incoming students are required to take HUMA 500 – The Humanities Beyond Disciplines, a two-credit, S/U course, when it is offered. HUMA 500 does not count toward the required 12 (or 11) courses. In addition to their coursework, students must also complete the logic requirement (see IV, below).

Preparation for Dissertation Phase (Third Year): Pass the Qualifying Examination and successfully defend a Dissertation Proposal. Students must enroll in PHIL 701 when studying for the Qualifying Examination. Students must enroll in the Dissertation Research Seminar (PHIL X) after completing the Qualifying Examination.

Dissertation Phase (Fourth to Fifth or Sixth Year): Work on dissertation and successfully defend the dissertation in a public oral examination. Students must enroll in the Dissertation Research Seminar (PHIL X) every semester after completing the Qualifying Exam. Students must meet regularly with their adviser and submit work indicating dissertation progress.

Section IV elaborates on the specific degree requirements involved in each of these stages and a timeline for satisfactory progress can be found in Section VI.

IV. Degree Requirements:

Courses: Students must complete 12 courses at the 500 level or above including the Proseminar (for incoming students with an MA, complete 11 courses), and satisfy the logic requirement. Typically, the courses are graduate seminars in the department. Students are encouraged to take at least one graduate seminar outside the department, which can count toward their course requirements with the approval of the DGS.

It is university policy that to remain a full-time student, one must be enrolled in at least nine credit hours per semester (typically three courses). For enrollment requirements, see the General Announcements.

Students are required to consult with the DGS each semester prior to registering for courses.

With the approval of the Director of Graduate Studies (DGS), students may take one course outside of the philosophy department per year.

In general, the department discourages Advanced Independent Reading courses. In rare cases, the DGS may approve an Advanced Independent Reading course. Before a student can register for an Advanced Independent Reading course, the student and the supervising faculty member must set a syllabus that specifies which works the student will read and how much written work is required. Students should consult with the DGS before asking a faculty member to set a syllabus.

Logic Requirement: Students must demonstrate proficiency in logic within their first two years, either by completing PHIL 505 with a B- or better, by having completed an equivalent course approved by the faculty upon review of course materials, or by passing a department examination. PHIL 505 does not count toward a student's 12 (or 11) required courses.

Teaching and Professional Training: Learning to teach college-level courses is an essential part of students' education in the PhD program. In years 2-5, students are required to serve as Teaching Assistants (TA) or teach their own courses when the department can provide opportunities for them to do so. TAs must provide students with substantial opportunities for teaching and classroom experience. To teach their own courses, students must be in good standing with the department and must have had prior classroom experience. Students assigned as TAs will enroll in PHIL 600. Students teaching their own courses will be observed by, and receive feedback from, faculty members.

NOTE: Per the General Announcements: Students receiving a stipend may accept employment only with the approval of their graduate program (DGS and Chair). Students working for more than 20 hours per week are not normally eligible for full-time status.

Qualifying Examination: Students must pass the Qualifying Examination during their **fifth semester**. Qualifying Exams will be taken on the third Thursday of October each year. The Qualifying Exam Declaration form can be found in Section XV.

The Qualifying Examination (QE) is a closed book, no notes, take-home written examination, consisting of essay questions written by a committee consisting of at least two faculty members. The exam will be based on a reading list provided by the department. These reading lists include texts deemed essential to completing a program of study in the subfield of philosophy in which the student hopes to write a dissertation. Reading lists will be posted on the department's website. Students will be responsible for the reading list that is posted at the time that they complete their coursework.

A student who does not pass the Qualifying Examination is allowed to retake it once, and must take and pass it by the end of the sixth semester. Failure to pass the Qualifying Examination by the end of the sixth semester will result in dismissal from the program. Students who do not pass the Qualifying Exam until the sixth semester, and students who pass the Qualifying Exam in the fifth semester but who do not successfully defend a dissertation proposal in the sixth semester, must successfully defend a dissertation proposal by the end of the seventh semester. Students who need a second opportunity to take the Qualifying Examination should simultaneously be working on their dissertation proposals.

Failure to defend a dissertation proposal by the end of the seventh semester will result in dismissal from the program.

Dissertation Proposal: After successfully completing the Qualifying Examination, the student should establish a dissertation advisor. By the end of the sixth semester, the student must successfully defend a dissertation proposal. This should be done in close consultation with the dissertation advisor, and perhaps other members of the student's dissertation committee.

The proposal itself should be no longer than 25 pages (8,000 words) and should include a one- or two-page bibliography. Proposals should exhibit a clear and original idea, a clear path to completing thesis, some discussion of the most relevant secondary literature that contextualizes the thesis, and some awareness of where the main difficulties lie. A brief sketch of the chapter structure should be provided, but a detailed précis of individual chapters is not required.

Students must circulate their proposals to the faculty at least a week in advance of their proposal defenses. The student, in conjunction with the advisor, is responsible for scheduling the defense.

In evaluating whether to approve a student for doctoral candidacy, the department includes consideration of the student's overall record in courses, their departmental citizenship and any professional activities, as well as the oral proposal defense.

Typically, the department approves the proposal with some constructive suggestions for changes. If the proposal is judged not to be promising, the student receives a grade of "Fail." If a student fails their proposal defense in their sixth semester, the student may either defend a revised version of the first proposal or defend a different proposal by the end of their seventh semester. Failure to defend a proposal successfully by the end of the seventh semester will result in dismissal from the program.

Once the proposal has been approved, the student should immediately contact the Graduate Program Administrator and submit the appropriate paperwork to the Office of Graduate and Postdoctoral Studies in order to advance to Candidacy.

Special Area Requirements: There is no general language requirement, but a student whose dissertation work requires competence in one or more languages is required to demonstrate such competence before being approved for Candidacy. Such competence is usually demonstrated by means of a one-hour exam, translating from the language(s) into English. A student needing substantial work to fulfill this requirement may be granted extra time (up to an extra year) in the normal course of study; that is, "Satisfactory Progress" toward attaining candidacy for such a student may mean a longer gap than usual between coursework and being advanced to Candidacy.

Similarly, students working in certain fields, such as the philosophy of science, may, depending on the specific nature of their dissertation project, be required to show competence in a field outside of philosophy (e.g., some field of mathematics or biology). This competence may be acquired by extra coursework or in some other way; if appropriate, the student's timetable will be adjusted accordingly.

Candidacy: After a successful dissertation proposal defense, students must complete and submit a Petition for Doctoral Candidacy form to the Office of Graduate and Postdoctoral Studies. See the Graduate Program Administrator for assistance.

The University time limit for achieving candidacy is eight semesters. Such a designation automatically qualifies a student for a Masters of Arts degree (see the Graduate Program Administrator for submitting the appropriate paperwork).

Students are advanced to Candidacy only if they have:

- fulfilled the logic requirement and passed the Proseminar
- passed 12 approved courses, or 11 courses with a prior MA in Philosophy
- passed HUMA 500
- achieved a cumulative GPA of at least 3.7
- passed the Qualifying Examination
- fulfilled any relevant special requirements (e.g., languages)
- successfully passed an oral defense of a dissertation proposal
- formed a dissertation committee

The dissertation committee must include at least three tenure-line members of the department and must also include at least one qualified Rice faculty member who is not a member of the department.

Faculty at other institutions may be included, but at least three Rice faculty members are required. More information on the makeup of committee members can be found in the General Announcements: <https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-doctoral-degrees/#text> . Samples of the Master's Candidacy Degree and Petition for Candidacy for a Doctoral Degree forms can be found in Section XIII.

Dissertation: Ideally, students should graduate from the PhD program after no more than six years in total. Students are very strongly advised to have a solid draft of entire dissertation by August 1st of the year in which they intend to go on the job market.

Students who have achieved Candidacy register for PHIL 800, Research and Thesis, with their dissertation advisor and are evaluated each semester as to whether they are making satisfactory progress toward completing the dissertation. Students who are not making satisfactory progress receive a grade of Unsatisfactory (“U”) in PHIL 800. A grade of “U” in PHIL 800 places the student on probation; two grades of “U,” whether or not they are successive, can be grounds for dismissal from the program.

Section VI contains *one set* of expectations for the semesters after PhD candidacy in the Philosophy Department, but the student should be sure to establish a clear set of expectations with their advisor(s). It is the responsibility of the student to have adequate information and materials in the hands of their advisor(s) to be evaluated in PHIL 800. No grades of Incomplete (“INC”) will be given for PHIL 800 except for medical reasons. The question of “Unsatisfactory Progress” is addressed further in Sections VI and VII.

If a student or a student’s advisor does not feel that the student-advisor relationship is workable, a change in advisor is possible at the initiative of either the advisor or the student after consultation with the department chair and DGS. For more information, see Section V.

After completing the dissertation, the student provides copies to the Dissertation Committee well in advance of the defense. If each reader deems a defense appropriate, the student schedules a public oral defense. It is important for students to contact the Graduate Program Administrator to go over details and requirements for their oral defenses and thesis submissions.

The student’s advisor chairs the oral examination for the student’s dissertation defense. The dissertation committee, after considering input from the faculty, has final evaluative authority over the oral defense and the written thesis.

Self-reports: Students are required to complete and submit a report to the Director of Graduate Studies on their academic and professional accomplishments and plans each semester by the Friday after the end of examination period. Satisfactory completion of the report requires answering all questions on the self-report form sent by the DGS.

Departmental Participation and Citizenship: Students are required to participate meaningfully in departmental life. This includes consistent attendance at department colloquia, job talks, and related academic activities. The department and the profession depend upon an atmosphere of inclusivity and respect. Students are expected to do their part in maintaining this atmosphere by contributing to a positive and welcoming climate for all members of the philosophy department and for the Rice community in general.

V. Choosing an Advisor

Upon passing the Qualifying Examination, students must submit the Declaration of Dissertation Advisor form (see forms in Section XV). This process is initiated by the student in conversation with faculty the student is interested in working with, and with guidance from the DGS. Students should work closely with their advisors in developing the dissertation proposal.

VI. Evaluation and “Satisfactory Progress”

The department is responsible for keeping students informed regarding their progress in the program. Students should consult with the DGS, their advisors, or other faculty if there is any uncertainty about their status or the department’s expectations.

The department faculty meets in early January and late May to review graduate student progress in the previous semester. At that time, the faculty review student self-reports (see section IV), coursework, teaching, and other relevant material, such as the Qualifying Examination and contributions to department life and make an overall evaluation of progress. That evaluation is communicated to each student by the Director of Graduate Studies in writing.

It is in these meetings that the department takes official action, such as placing students on probationary status (e.g., if they have failed a course, if their GPA is unsatisfactory, or if their cumulative performance is not satisfactory). If a student is already on probation or has been in the past, and the department judges that there has been insufficient improvement, it may be recommended that the student pursue completing the program requirements for the Non-Thesis Master’s degree instead of completing the PhD program.

The following are necessary conditions for “Satisfactory Progress” for each stage of the program. In the dissertation phase, it is the student’s responsibility to set clear expectations with their advisor at the beginning of every semester, and to meet with their advisor near the end of the semester (before the departmental evaluation meeting) to establish that those expectations have been met

Throughout out the program, students must live up to the standards of departmental citizenship outlined in Section IV.

Semester 1: Pass all courses; complete a minimum of 9 credit hours (including Proseminar) with an overall 3.5 GPA; satisfy the logic requirement (at some point in first year); complete self-report.

Semester 2: Pass all courses; have completed 6 courses with 3.6 GPA; complete self-report.

Semester 3: Pass all courses; have completed 9 courses with an overall 3.65 GPA; demonstrate satisfactory development as a teacher; complete self-report.

Semester 4: Pass all courses, have completed 12 courses (or 11 in the case of students with a prior MA in Philosophy) with 3.7 GPA; demonstrate satisfactory development as a teacher; complete self-report; submit the Qualifying Examination Declaration Form by June 1st after the fourth semester (see forms in Section XV).

Semester 5. Pass Qualifying Examination; declare primary advisor (see forms in Section XIII); demonstrate satisfactory development as a teacher; complete self-report.

Semester 6: Defend thesis proposal; apply for Candidacy (see forms in Section XV); demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete self-report.

Semester 7: Demonstrate satisfactory progress on dissertation, as determined by advisor; demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete self-report.

Semester 8: Demonstrate satisfactory progress on dissertation, as determined by advisor; demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete self-report.

Semester 9: Demonstrate satisfactory progress on dissertation, as determined by advisor; demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete self-report.

Semester 10. Demonstrate satisfactory progress on dissertation, as determined by advisor; demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete self-report.

Semester 11: Demonstrate satisfactory progress on dissertation, as determined by advisor; demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete self-report

Semester 12: Demonstrate satisfactory progress on dissertation, as determined by advisor; demonstrate satisfactory development as a teacher; earn a grade of “Satisfactory” in Dissertation Research Seminar; complete and successfully defend dissertation; complete self-report

VII. Satisfactory Progress, Academic Probation, and Dismissal

Students who are not making satisfactory progress will be informed in writing that they are on academic probation and the department will specify what must be accomplished in the following semester for the student to be regarded as making satisfactory progress and returned to good standing. Students who do not meet the specified expectations may be recommended for dismissal from the program after the following semester.

In extreme cases – excessive absences, failure to complete assignments, failure to adequately perform teaching responsibilities, or failure to live up to standards of departmental citizenship – students may be recommended for dismissal immediately by a vote of the department.

See the General Announcements for further details: <https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-all-degrees/>.

VIII. Master’s Degree

A student may earn a Non-Thesis Master’s Degree by satisfying the following requirements:

- Complete 12 (or 11, in case of a prior M.A. in philosophy) approved for graduate credit in philosophy at Rice University with B- or better.
- Accumulate an overall GPA of at least 3.0.
- Complete at least two semesters in residence at Rice University.
- Complete at least 30 hours in philosophy at the 500 level.
- Satisfy the departmental logic requirement.

Students wishing to have a Non-Thesis MA degree conferred should contact the Graduate Program Administrator. A sample of the relevant form is in Section XV.

IX. Additional Funding & Award Opportunities

In addition to the funding normally provided by the University; other sources are available to students. See below:

The William Edwin Bryan, Jr. Graduate Fellowship in Philosophy

The Department of Philosophy grants competitive awards of up to \$800 per student per academic year through the William Edwin Bryan Jr. Graduate Fellowship fund. Awarded funds may be used for, but not limited to, travel to conferences and to conduct research during the academic year or the summer break. Other requests for assistance will be considered, such as child care to attend seminars or other forms of assistance that will aid the progress of the degree. Deadlines are four times a year, and details can be found here:

<https://philosophy.rice.edu/william-e-bryant-graduate-awards>

The Dean's Conference, Research, and Professional Advancement Fund

The Dean's Fund provides financial resources for research, travel, and professionalization for graduate students in the School of Humanities. Information can be found here:

<https://humanities.rice.edu/graduate-research-funding>. When possible, students must apply for department funding (Bryan Fellowships described above) first, before applying for the Dean's Fund.

The Humanities Research Center (HRC)

The HRC runs a Visiting Speakers, Workshops, and Conferences Grant Program, as well as the Marilyn Marris Gillet International Travel Fellowship. Calls and deadlines are announced via the HUMA-Grads Listserv and can be found here: <https://hrc.rice.edu/calls-deadlines>

James T. Wagoner - Foreign Study Scholarships:

This scholarship is administered by the Office of Graduate and Postdoctoral Studies (GPS). Students apply to conduct research or study abroad for a minimum of four weeks to one year. Details can be found here: <https://graduate.rice.edu/academics/finance/wagoneraward>. Awards are up to \$5,000.

Lodieska Stockbridge Vaughn Fellowship

Each spring, department chairs are invited to nominate continuing graduate students for the Lodieska Stockbridge Vaughn Fellowship, which is worth over \$16,000. This competitive fellowship is granted to a student whose record at Rice shows evidence of outstanding achievement and promise.

Other

An exhaustive list of fellowships and grants administered by Rice, as well as outside organizations, can be found on the Office of Graduate and Postdoctoral Studies (GPS) website: <https://graduate.rice.edu/resources/search-fellowships>.

X. Teaching and Pedagogy Support:

At any point, a student may request a teaching mentor by contacting the department chair.

The Center for Teaching Excellence (CTE) at Rice offers a variety of [courses and workshops](#) to help students develop as teachers and prepare for the job market, including the opportunity to earn a [Certificate in Teaching and Learning](#).

CTE courses can be taken as stand-alone courses. It is recommended that students take at least UNIV 500, a 3-credit course focused on topics such as course and syllabus design, student engagement, and classroom management. More information about the CTE can be found at: <http://cte.rice.edu/>.

Avenues for teaching experience beyond the Department of Philosophy at Rice for graduate students include:

The Center for Academic and Professional Communication – CAPC

<https://pwc.rice.edu/center-academic-and-professional-communication> hires student consultants enthusiastic about working with Rice students to improve communication skills. The annual job notice is posted in late March and training is provided to successful applicants. Students are strongly encouraged to consider applying for these positions in order to provide a strong foundation for FWIS teaching opportunities in the future.

The Program in Writing and Communication - PWC <http://pwc.rice.edu>, hires a number of graduate students each semester for [instructor and TA positions](#) for the University's First-Year Writing Intensive Seminars (FWIS).

Outside of Rice, many students have been successful in securing teaching positions at various branches of the University of Houston, community colleges, and other institutions. Note: Students on stipend must obtain approval from the department before taking outside work.

XI. Graduate Student Self-Governance

At the beginning of every academic year, the graduate students hold elections for the following positions:

President: The President addresses graduate student proposals and concerns by initiating discussion and collective action. The president also leads official graduate student meetings.

Prospective Graduate Student Committee: The Prospective Graduate Student Committee consists of three graduate students per year. These students help coordinate graduate student recruitment efforts.

Speaker Committee Member: The Speaker Committee organizes department colloquia.

Graduate Representative to the Faculty: The Graduate Representative to the Faculty is responsible for attending department meetings when asked to do so by the faculty.

Graduate Representative to the Graduate Student Association: The GSA Representative is a voting member of the Graduate Student Senate and an external advocate and liaison for the department. The representative votes on legislative matters including decisions about how to budget and spend GSA fees, and may sit on university-sanctioned committees. Meetings are held once per month.

Graduate Representative to the Humanities Graduate Student Association: The Graduate Representative to the Humanities Graduate Student Association represents the interests of departmental students to the HGSA and communicates to relevant HGSA information to philosophy students.

XII. Petitions, Appeals and Grievances

In all cases involving petitions, appeals, and grievances, the University's policies, as set forth in the General Announcements, are the governing authority.

If a student has a grievance that cannot be addressed directly with the other party, the student may appeal to the Department Chair or, in the event that the Department Chair is the faculty member in question, to the Director of Graduate Studies. Students who are not satisfied with the resolution in such cases, or who have grievances against the faculty more generally, have the right to appeal to the Dean of Humanities or the Dean of Graduate Studies, as appropriate.

Petitions

Graduate students may petition for exceptions to academic requirements, regulations, and judgments. If a petition is denied, one level of appeal is allowed. For details of the processes, see <https://ga.rice.edu/graduate-students/rights-responsibilities/dispute-resolution/>.

Appeals

If a petition is denied, a student (or other parties affected by the decision) is allowed one level of appeal. For details see the General Announcements: see <https://ga.rice.edu/graduate-students/rights-responsibilities/dispute-resolution/>. **Grievances**

Students are expected to live up to the expectations of departmental citizenship outlined in Section IV and to foster a welcoming and inclusive climate. Grievances may be reported to the Department Chair or DGS. If the grievance cannot be addressed at the department level, the student is encouraged to report the grievance to the Dean of Humanities or to the Dean of Graduate Studies. Specific policies exist to address grievances based on discrimination or sexual harassment. These policies must be followed in situations involving these issues. For details see: <https://ga.rice.edu/graduate-students/rights-responsibilities/dispute-resolution/>

Problem Resolution

Should problems that do not fall under the category of grievances arise, students should attempt to resolve them by informing and working together with appropriate faculty members. When attempts to resolve a problem informally are unsuccessful, the problem resolution method described in the General Announcements should be followed. The Standing Committee of the department to hear appeals consists of all tenured and tenure track faculty not party to the problem. For more information, see: <https://ga.rice.edu/graduate-students/rights-responsibilities/dispute-resolution/#text>.

XIII. Title IX Information

Rice encourages any student who has experienced an incident of sexual, relationship, or other interpersonal violence, harassment or gender discrimination to seek support. There are many options available both on and off campus for all graduate students, regardless of whether the perpetrator was a fellow student, a staff or faculty member, or someone not affiliated with the university.

Students should be aware when seeking support on campus that most employees are required by Title IX to disclose all incidents of non-consensual interpersonal behaviors to Title IX

professionals on campus who can act to support that student and meet their needs. The therapists at the Rice Counseling Center and the doctors at Student Health Services are confidential, meaning that Rice will not be informed about the incident if a student discloses to one of these Rice staff members. Rice prioritizes student privacy and safety, and only shares disclosed information on a need-to-know basis.

If you are in need of assistance or simply would like to talk to someone, please call Rice Wellbeing and Counseling Center, which includes Title IX Support: (713) 348-3311.

Policies, including Sexual Misconduct Policy and Student Code of Conduct, and more information regarding Title IX can be found at <https://safe.rice.edu/>

XIV. Diversity, Equity, and Inclusion

Like Rice University as a whole, the Department of Philosophy is a diverse community guided by the values of responsibility, integrity, community, and excellence.

The Department of Philosophy does not discriminate and does not permit discrimination against individuals on the basis of race, color, religion, sex, pregnancy, sexual orientation, gender identity and expression, national or ethnic origin, genetic information, ancestry, age, disability, veteran status, or other protected categories under the law. Additionally, the Department of Philosophy does not discriminate, and does not permit discrimination, against anyone on the basis of their socio-economic background, citizenship, or immigration status.

Students are expected to contribute to a climate of inclusion and to support the department's goals of non-discrimination and respect.

XV. Forms

The following forms can be found on pages 17-21:

- *Qualifying Exam Declaration
- *Declaration of Dissertation Advisor
- *Petition for Approval of Candidacy for a Doctoral Degree (sample)
- *Non-Thesis Master's Degree Form (sample)
- *Dissertation Progress Advising Form



RICE

Department of Philosophy

QUALIFYING EXAM DECLARATION

This form must be completed by June 1st after the student's fourth semester and submitted to the Director of Graduate Studies (DGS).

Qualifying Exams are scheduled for the third Thursday in October each year.

Student Name: _____

Area of proposed Examination: _____

Proposed date of Examination (required to be on or about the third Thursday in October):

Approval of Director of Graduate Studies (signature):

Date _____



RICE

Department of Philosophy

Declaration of Faculty Dissertation Advisor

Student's Name: _____

Dissertation Advisor's Name:

Signature of Dissertation Advisor

Signature of DGS or Dept. Chair

Date

SAMPLE ONLY: Contact Graduate Administrator for candidacy paperwork.



Graduate and Postdoctoral Studies

PETITION FOR APPROVAL OF CANDIDACY FOR A DOCTORAL DEGREE (C-2)

Candidacy for the Doctoral degree cannot be approved until the applicant has completed all course requirements, all qualifying or preliminary examinations or department equivalent, and any foreign language requirements.

1. Name of applicant _____
(Last) (First) (M.I.)

2. Department/Graduate program _____ Student ID # _____

Attach to this application a current transcript (printed from WebApps; see your graduate coordinator).

Attach to this application a statement of all applicable departmental requirements for both course work and qualifying or preliminary examinations.

Attach student's departmental checklist to candidacy to document how the student has fulfilled departmental requirements.

3. Proposed thesis topic (tentative title) _____

4. Thesis Committee, subject to the approval of the GPS. (**type or print**) Please see the General Announcements for rules regarding the composition of thesis committees.

(a) Thesis Director _____

Committee Chair within the department (**if different**) _____

(b) Member **within** the department _____

(c) Member **outside** the department _____

Additional member(s) _____

*Thesis committees may later be changed. See <http://graduate.rice.edu/thesis> for additional information.

5. Signatures:

Original signature of Department Chair or
Director of Graduate Studies Date _____

Graduate Coordinator signature Date _____

Dean of Graduate & Postdoctoral Studies Date _____

RETURN TO DEPARTMENT COORDINATOR

SAMPLE ONLY: Original is posted on department website and submitted via Adobe Sign.



Department of Philosophy

DISSERTATION PROGRESS ADVISING FORM

Instructions: A meeting about progress and advancement of the dissertation must involve *at least the dissertation chair (or primary advisor if a dissertation committee has not been formed)*, but it is strongly recommended to include the second and third reader where possible and practical.

Dissertation advising meetings should occur at least once per academic year.
This form is required by July 1 of each academic year for every student in their fourth-year and above.

Name of Student: _____ Email Address: _____

SID#: _____ Year in Program: _____

Advisor or Dissertation Chair's name: _____

Additional Meeting Attendees (if any): _____

Date of Meeting: _____

Meeting summary – student comments:

Meeting summary – advisor/dissertation chair's comments:

Student's signature: _____

Dissertation Chair (or Advisor) signature: _____