## **Expectations for IRHR Students Receiving Funding**

This document describes the expectations that we have for IRHR doctoral students who receive full [stipend plus tuition] graduate or teaching assistantships covered by funds from the PhD program budget. The statement serves to inform students who wish to receive funding of the minimum requirements they must meet in order to be eligible for support. It is understood that special circumstances may call for exceptions to be made to the policy as stated. The PhD Policy Committee has the authority to judge when such special circumstances exist. It also will judge whether the minimum requirements have been met. Finally, the PhD Policy Committee reserves the right to modify the minimum requirements that will be applied in subsequent years.

Meeting the expectations described in this document does not guarantee future funding, as funding decisions must also take into account the school's financial situation and the relative performance of each student compared to others who are competing for financial support. Note also that students who do not satisfy these expectations may, nevertheless, be eligible for other sources of funding. For example, Program Directors may hire these students to teach specific courses, and/or faculty with other sources of funding may employ these students.

Faculty supervising doctoral students should study the guidelines and be aware of the implications for students. Faculty should also refer to the statement of Guidelines for Faculty who Mentor and Supervise Doctoral Students.

I. Expectations for Students who receive funding during Year 1

A. Full-time enrollment is a necessary condition for students who receive full assistantship appointments. Students are expected to enroll for a minimum of 12 credits during each semester. Each semester, six credits will be received as part of the assistantship and at least six credits are to be earned that can be used to fulfill IRHR program requirements.

- B. Receive a GPA of at least 3.5 (or "S" or "P") in at least four 3-credit courses that can be used to fulfill IRHR program requirements. Any course in which a grade lower than "B" is received will not be counted as fulfilling a course requirement in the IRHR program.
- C. As of May 15, have no more than one "Incomplete" on the official transcript.
- D. Perform satisfactorily in the research or teaching assignment, as evaluated by the faculty supervisor.
- E. By May 15, have presented a master's thesis proposal in the Proseminar.
- F. By August 1, have a written, approved master's thesis proposal.

Assuming no special circumstances exist, then if any one of the above conditions is not met, the student will:

not receive summer funding from the doctoral program

be put on a waiting list until Aug. 1 for funding in Year 2

become eligible for funding in Year 2 only if all of the above expectations have been satisfied by the Aug. 1 deadline

- II. Expectations for students who receive funding during Year 2:
- A. Full-time enrollment is a necessary condition for students who receive full assistantship appointments. Students are expected to enroll for a minimum of 12 credits during each semester. Each semester, six credits will be received as part of the assistantship and six credits are to be earned for work that can be used to fulfill IRHR program requirements.
- B. Receive a GPA of at least 3.5 (or "S" or "P") for 12 additional credits that can be used to fulfill IRHR program requirements. Any course in which a grade of B or lower is received will not be counted as fulfilling a course requirement in the IRHR program.
- C. As of May 15, have no more than one "Incomplete" on their official transcript.
- D. Perform satisfactorily in the research or teaching assignment, as evaluated by the faculty supervisor.
- E. By May 15, have a completed, defended, and signed master's thesis.

Assuming no special circumstances exist, then if any one of the above conditions is not met, the student will:

not receive summer funding from the doctoral program

be put on a waiting list until Aug. 1 for funding in Year 3

become eligible for funding in Year 3 only if all of the above expectations have been satisfied by the Aug. 1 deadline

- III. Expectations for students who receive funding during Year 3:
- A. Full-time enrollment is a necessary condition for students who receive full assistantship appointments. Students are expected to enroll for a minimum of 12 credits during each semester. Each semester, six credits will be received as part of the assistantship and six credits are to be earned that can be used to fulfill IRHR program requirements.
- B. Receive a GPA of at least 3.5 (or "S" or "P") for 12 additional credits that can be used to fulfill IRHR program requirements. Any course in which a grade lower than B is received will not be counted as fulfilling a course requirement in the IRHR program.
- C. Take the qualifying exam by January 30, and receive a passing grade (grades should be available by February 15).
- D. At the GS-NB, file their master's thesis and complete all paperwork required to receive their master's degree in May and advance to PhD candidacy.

- E. As of May 15, have no more than one "Incomplete" on their official transcript.
- F. Perform satisfactorily in their research or teaching assignment, as evaluated by their faculty supervisor.
- G. In addition, the student is expected to begin work on a dissertation proposal.

Assuming no special circumstances exist, then if any one of the above conditions is not met, the student will:

not receive summer funding from the doctoral program

be put on a waiting list until May 30 for funding in Year 4

retake the qualifying exam by May 15 (grades due by May 30). Failure to pass the qualifying exam at this stage will result in dismissal from the IRHR program.

IV. Expectations for students who receive funding during Year 4:

A. Full-time enrollment is a necessary condition for students who receive full assistantship appointments. Students are expected to enroll for a minimum of 9 credits during each semester. Each semester, six credits will be received as part of the assistantship and three credits are to be earned that can be used to fulfill IRHR program requirements. If all required courses have been completed with a grade of B or better, and the student has maintained a GPA of "B+" or better, the student should enroll for other credits related to her or his research interests.

- B. Receive a GPA of at least 3.5 (or "S" or "P") for at least six additional credits that can be used to fulfill IRHR program requirements. Any course in which a grade lower than B is received will not be counted as fulfilling a course requirement in the IRHR program.
- C. As of May 15, have no more than one "Incomplete" on their official transcript. This requirement applies to dissertation credits as well as regular courses. Faculty will assign grades to students taking dissertation credits at the end of each semester, indicating whether or not satisfactory progress has been made.
- D. Perform satisfactorily in the research or teaching assignment, as evaluated by the faculty supervisor.
- E. Successfully defend the dissertation proposal by January 30, and file it with the PhD Director.

Assuming no special circumstances exist, then if any one of the above conditions is not met, the student will:

not receive summer funding from the doctoral program

be put on a waiting list until May 1 for funding in Year 5. If proposal is not defended by May 1, no fifthyear funding will be granted V. Expectations for students who receive funding during Year 5: (Final year of eligibility for PhD funds)

A. Full-time enrollment is a necessary condition for students who receive full assistantship appointments. Students are expected to enroll for a minimum of 9 credits during each semester. Each semester, six credits will be received as part of the assistantship and at least three credits are to be earned that can be used to fulfill IRHR program requirements. If all required courses have been completed with a grade of "B+" or better, the student should enroll for other credits related to her or his research interests.

- B. Receive a GPA of at least 3.5 (or "S" or "P") for 6 additional credits. Any course in which a grade lower than B is received will not be counted as fulfilling a course requirement in the IRHR program.
- C. Complete, defend and file the dissertation in time for graduation in May.
- D. Perform satisfactorily in the research or teaching assignment, as evaluated by the faculty supervisor.