UW College of Education
Doctoral Degree Completion Workshop

Tuesday, April 12, 2016
2:00 – 3:00 p.m., 112 Miller Hall
Hosted by: Office of Student Services
Format of the Workshop

- Introductions & Remarks
- Review Materials
- Learn about Graduate School Doctoral Degree Requirements
- Benchmarks toward Program Completion
- Completing the Final Exam & Submitting the Dissertation
- Graduation/Commencement Ceremonies
- Questions?
Review Materials

- COE Graduate Student Manual
  - PhD requirements pp. 29-37
  - EdD requirements pp. 37-44

- Course of Study form

- Supervisory/Reading Committee Request form

- Final Exam Request (online)

- College of Education Petition

- Dates/Deadlines Handout
UW Graduate School:
Doctoral Degree Requirements

Coursework Requirements:
- A minimum of 90 credits must be completed (a qualifying master’s degree from another institution can substitute for 30 of these required credit hours).
- A minimum of 60 credits must be completed at the University of Washington.

Before the General Exams:
- At least 18 credits of UW course work at the 500 level and above must be completed prior to the General Examination.
- At least 18 numerically graded UW credits of approved 400 and all 500 level courses must be completed prior to the General Examination.
- Completion of 60 credits prior to scheduling the General Examination (which may include 30 credits represented by a qualifying master’s degree).
Dissertation Credits:

- A minimum of 27 dissertation credits over a period of at least three quarters must be completed. With the exception of summer, students are limited to a maximum of 10 dissertation credits (800) per quarter.

- Additional credits will also come from additional courses, dissertation credits, independent study credits, internship experiences, etc. to complete the required minimum 90 credits needed to complete the doctoral degree.

- Most doctoral students exceed the 90 credits required by the time that they graduate.
UW Graduate School:  
Doctoral Degree Requirements

Additional Requirements:

- A minimum cumulative GPA of 3.00.
- Successful completion of the General Examination.
- Successful completion of the Final Examination ("dissertation defense").
- A final copy of the dissertation prepared according to the GS specifications must be submitted to, examined by, and accepted by the Graduate School.
- Registration as a full- or part-time graduate student at the University for the quarter in which the examinations are completed AND the quarter the degree is conferred.
- Completion of all work for the doctoral degree within ten years.
Benchmarks of the Programs

- Post-Master’s Status
- Advancement to Prospective Candidacy
- Formation of Supervisory Committee
- Research & Inquiry Presentation (Ph.D. only)
- General Exams (leading to Candidacy)
- Candidacy
- Dissertation Proposal
- Formation of Reading Committee
- Research and writing of Dissertation; approval by Reading Committee
Scheduling the Final Examination

- Ensure your Reading Committee Form has been set-up.
- Contact your faculty advisor regarding your readiness to schedule a Final Examination.
- Ensure that the Reading Committee has read an entire draft of your dissertation.
- Schedule a date, time, and location for the exam, making sure that all committee members can attend.
- Submit an online Request for Final Examination. Three weeks before the scheduled exam date is recommended. [http://education.washington.edu/current/resources/online_exam_request.html](http://education.washington.edu/current/resources/online_exam_request.html)

The Graduate School will determine if you have met the minimum requirements.
- The Office of Student Services will deliver the Exam Warrant to your faculty advisor in time for the exam.
Submitting your Dissertation

- A copy of the proposal should have been turned in to the Office of Student Services.

- Format considerations: Review the Graduate School’s website for details:
  http://grad.uw.edu/for-students-and-post-docs/thesisdissertation/final-submission-of-your-thesisdissertation/required-sections-for-your-document/.

- Online dissertation submission! See details on the Grad School website for details: http://grad.uw.edu/for-students-and-post-docs/thesisdissertation/final-submission-of-your-thesisdissertation/.

- Other general dissertation information: http://grad.uw.edu/for-students-and-post-docs/thesisdissertation/
Graduation/Commencement Ceremonies

- If you plan to complete your degree in Spring or Summer 2016 you can participate in the **College of Education Graduation Ceremony and Reception**: Saturday, June 11, 2016, 9:30 – 11:30 a.m., UW Quad.

- You can also participate in the **UW Commencement Ceremony**: Saturday, June 11, 2016, 1:30 p.m., Husky Stadium

- Note the important dates and deadlines on the handout, or find more information at [https://education.uw.edu/node/10019](https://education.uw.edu/node/10019).

- First deadline on the handout: **April 15**.
Congratulations!