

Six Steps and Forms for Doctoral Students

Preliminary (prior to Fall 2011 – is known as Qualifying) Examination, Proposal Defense, Proposal Approval and Dissertation Defense

Forms to be completed:	Department/Staff responsible
1. Intent to Take the Division Preliminary Examination Form (students should attach a list of completed courses obtained via UTLINK or myUTH and submit to advisor)	John Adams Office of Student Affairs
2. Completion of Preliminary Exam Form	John Adams Office of Student Affairs
3. Doctoral Dissertation Committee Form	John Adams Office of Student Affairs
4. Dissertation PROPOSAL Defense Form Students must publicly defend the proposal <ul style="list-style-type: none"> • by scheduling a location, • announcing the proposal defense with flyers (attach copy to form) • send notice/flyer to at least one or more of the following: Rebecca.S.Bower@uth.tmc.edu UTSPH communications office to include in weekly newsletter; send flyer to division faculty; send flyer to student association to disseminate; post flyer on announcement boards throughout the school. 	John Adams Office of Student Affairs
5. Dissertation Proposal submitted to Office of Research for review and approvals	Rebecca Novak Office of Research
6. DISSERTATION Defense Form	John Adams Office of Student Affairs

NOTES :

Doctoral Students entering prior to Fall 2011 must choose to follow the old policy which requires – Defense of Dissertation only.

OR

Follow the requirements for Doctoral Students entering Fall 2011 – Defense of Proposal and Dissertation required.

All student forms must be completed based on the procedures for that period.