Major Research Mileposts and Deadlines

The intent of these deadlines is to establish a three-tiered system to advise students of when they are making “Satisfactory” progress with regard to major research milestones, are in “Unsatisfactory” status (i.e., are no longer making "Satisfactory" progress), and when they have fallen so far behind that they forfeit eligibility to continue in the program (i.e., are terminated). The clinical-area faculty have worked closely with students to assure that these are reasonable expectations, and we welcome any further input students have to offer.

To remain in Satisfactory status, the following deadlines apply. However, meeting major research deadlines alone is not sufficient for students to remain in Satisfactory status. In addition, all other indicators of progress, as described in the General Evaluation Standards document also must be met.

First-Year Project
Year 1, May 15: Presentation of the FYP to the clinical-area faculty and students.
Year 2, September 1: Presentation of the FYP to the departmental faculty and students.

Master’s Thesis
Year 2, February 1: Proposal (thesis prospectus) successfully defended.
Year 3, December 1: Thesis successfully defended.

Doctoral Candidacy Examination (written portion; aka “Prelims,” “Comps”) review paper
Year 4, December 1: Exam review paper successfully completed.
   *(NOTE: It is strongly recommended that the review paper topic be approved by Year 3, May 1 in order to meet the Year 4, December 1 deadline.)*

Doctoral Dissertation
Year 5, October 15 (or 2 weeks before their earliest internship application deadline, if earlier):
   Proposal (oral portion of the Doctoral Candidacy Examination) successfully defended.
Year 6, August 1 or by the end of internship, if later: Dissertation successfully defended.

Procedural Rules and Guidelines

1. Students who miss or anticipate missing a major research milestone deadline are encouraged to submit a petition to the clinical-area faculty (via the Director of Clinical Training) for a deadline extension. The petition should provide justification for the request, and indicate a new deadline for completion of the requirement. The student’s advisor must sign the letter and indicate whether s/he does or does not support the extension request. The clinical-area faculty will consider the request at their next meeting and vote to approve or disapprove the extension to the new deadline. The faculty may also vote to approve the extension, but to a different deadline.

2. At the end of each fall and spring semester, student progress is reviewed. Students who have either (a) failed to make satisfactory progress as described in the General Evaluation Standards document or (b) missed a major research milestone deadline (either a standard deadline as listed above or an approved new deadline) will be placed into “Unsatisfactory” status.

3. The consequences of Unsatisfactory status are: (a) Ineligibility to register for any practica for which a contract is not already in place, and (b) forfeiture of degree eligibility if a return to Satisfactory status is not achieved (by completion of the missed milestone) by the beginning of the semester, not including the summer, that follows the immediately ensuing semester. Thus, if the Unsatisfactory status begins at the end of the fall (spring) semester, the student must complete the missed requirement before the start of the following fall (spring) semester, respectively.
4. Any approved deadline extension is for one milestone only. That is, extensions do not change the deadline for any subsequent milestone.

5. Missed/extended deadlines affect only status in the program, not funding. That is, funding is guaranteed for only 5 years, regardless of whether standard deadlines are met or deadline extensions are approved. Relatedly, although the final deadline for the Doctoral Dissertation is in Year 6, departmental funding is guaranteed for only 5 years.

6. Students may petition the clinical-area for support for a 6th year of funding. The petition should provide compelling justification for the request and include a detailed plan and timeline for what the student intends to accomplish during the year. The student’s advisor must sign the petition and indicate whether s/he does or does not support the request. Requests that do not have the advisor’s support are unlikely to be approved. The petition may be submitted at any time during the 5th year before Monday of the last class week of Spring semester, but preferably by December 1, so that the faculty can consider the request as they make decisions about graduate admissions for the following fall semester. Note that later requests, particularly those late in the spring semester, are less likely to be approved. Following completion of graduate admissions and the internship match in the spring semester, the clinical-area faculty will make a recommendation to the Graduate Studies Committee regarding any student who requested 6th-year funding.

Modified: April 27, 2016