Thank you for choosing Florida State University College of Education to pursue your doctoral studies! The College of Education is home to 27 master’s programs and includes students from 41 countries. This guide is to help you navigate the various College and University requirements for doctoral studies at FSU. Each academic program also publishes a Doctoral Student Handbook to help familiarize you with department and program level requirements and milestones. We encourage you to meet with your major professor/advisor on a regular basis to plan your doctoral studies. If you have any questions regarding the information in this guide, please contact Lisa Beverly in the Office of Academic Services and Intern Support – also known as OASIS – at lbeverly@fsu.edu or (850) 644-3760.
SECTION I: Major Milestone Requirements

1. **Major Professor:** At the earliest opportunity, the student should follow the convention of the major department or college to identify the major professor, who will serve as the student’s adviser and supervisor. Designation of the major professor requires the mutual consent of the student, department chair, and professor involved. The major professor must hold Graduate Faculty Status (GFS) or Co-Directive Status.

2. **Supervisory Committee:** A master’s degree supervisory committee must be designated for all thesis students and may be designated for non-thesis students at the option of the department.

   Thesis students and students in academic programs that require a supervisory committee: The supervisory committee should be formed within the first semester. When selecting the members of your supervisory committee, students need the consent of the major professor. The Master’s supervisory committee consists of a minimum of 3 members. Two members, including the major professor, must be from the major in which the student will receive a degree. The third member may be from the major department or another department within the college.

   The supervisory committee for thesis students must consist of a minimum of three members of the faculty who have Graduate Faculty Status, one of whom is designated the major professor. All additional members of the committee must hold Graduate Faculty Status or (in the case of specialized or non-tenure track faculty) Co-Doctoral or Co-Master’s Directive status.

3. **Program of Study:** A signed program of study must be submitted to The Office of Academic Services and Intern Support (OASIS) by the end of the second semester of enrollment. It is necessary to list the semesters and years courses were taken in chronological order (past to present) to determine that university, department, and college requirements will be met. Program of study templates may be found at [https://education.fsu.edu/student-resources/student-academic-services-oasis/for-graduate-students](https://education.fsu.edu/student-resources/student-academic-services-oasis/for-graduate-students).

   It is the student’s responsibility to make sure that all degree requirements are completed.

   Students must maintain a 3.0 graduate GPA to remain in good academic standing.

4. **Program Type:** There are two (2) types of Master’s degrees in the College of Education, the coursework track and the thesis track. Coursework track programs typically culminate with a Master’s Comprehensive Exam or Portfolio Defense in the final semester. Thesis track programs include credited thesis hours and culminate with a thesis defense in the final semester.

5. **Minimum University Semester Hour Degree Requirements:**
   
a) **Course Track**
   
   30 graduate level credit hours total
21 graduate level credit hours must be letter grade

b) Thesis Track
30 graduate level credit hours total
18 graduate level hours credit must be letter grade
6 credit hours of Thesis

6. Limitations
a) Credit earned more than seven (7) years prior to graduation may not be used towards the degree.
b) Credit earned as a non-degree seeking student does not carry graduate degree credit. However, if approved by a student’s supervisory committee, up to 12 semester hours of non-degree seeking student credit graded “B” or better may be used. It is the student’s responsibility to list such non-degree seeking student credit on the program of study.
c) A maximum of six (6) semester hours of transfer credit may be used towards a graduate degree. Departments will evaluate all transfer credit. It is the student’s responsibility to list such transfer credit on the program of study and to provide an official transcript from the institution(s).
d) Please NOTE: No student may be awarded more than 12 hours of combined non-degree student and/or transfer credit. This means that a student wishing to post 6 hours of graduate credit, which has not been posted under a previous degree, can be awarded no more than 6 hours of non-degree student credit.
e) Credit hours for courses graded below “C-“ will not apply toward the degree, but are computed in the graduate GPA.
f) Undergraduate-level coursework cannot be used to meet the minimum graduate credit hour requirement or the minimum graduate GPA. Coursework taken at the 4000-level is supplemental to degree requirements and does not count in the minimum total hour distribution or graduate GPA calculation.
g) Supervised research credit: maximum 3 semester hours.
h) Supervised teaching credit: maximum 3 semester hours.

7. Teacher Certification: Students seeking teacher certification, upon completion of a degree program which provides these requirements, must submit an online Graduate Application for Admission to Educator Preparation to the Graduate Director.

See http://education.fsu.edu/student-resources/student-academic-services-oasis/for-graduate-students for the application.

8. Master’s students must register for and successfully complete either the Master’s Comprehensive Exam, Master’s Portfolio Defense, Capstone Course or Master’s Thesis Defense in order to graduate, if a capstone/comprehensive requirement is included in the degree program. (See the program-specific Graduate Handbook.)

9. Thesis Defense: (See Thesis Track Final Term Checklist in Section III of this guide.)

10. Graduation: Apply online for graduation in Student Central (my.fsu.edu) prior to the
application deadline of the semester in which graduation is planned. Students must apply to graduate even if they do not intend to participate in the Commencement Ceremony. Notify the COE Graduate Co-Director if you cannot complete the degree requirements during the semester in which you have applied. If you intend to participate in Commencement exercises, arrange for cap and gown through the University Bookstore: http://registrar.fsu.edu/graduation/cap_gown/.

For instructions on applying online to graduate, follow the How to Apply to Graduate steps.

For more information visit the Registrar’s Graduation Information website, http://registrar.fsu.edu/graduation/checklist.

Please note: Participation in Commencement exercises is not a guarantee of degree conferral. Students who wish to apply to participate one semester early in a Commencement Ceremony must submit a request to “walk early” to the Registrar’s Graduation Office via email at graduation@fsu.edu.

11. Time Limit for Master’s Degree Completion: The work for the master’s degree must be completed within seven years from the time the student first registers for graduate credit. Any graduate work transferred from another institution must have commenced not more than seven years prior to completion of the degree for the credits to be applicable to the master's degree. If the master's degree is not completed within seven years from the time the student first registers for graduate credit, and the program and/or Department Chair does not choose to approve an Extension of Time (EOT), then the student may no longer be enrolled in that program or at Florida State University.

If an Extension of Time (EOT) is supported by the major professor(s), then the University Time Extension Request form must be completed and submitted for approvals. Forms can be found on The Graduate School website https://gradschool.fsu.edu/forms.

See the appropriate Final Term Checklist (course track or thesis track) in Sections II and II of this guide for further information.

12. Please keep a copy of any document you submit to your department or OASIS.
SECTION II: Course Track Final Term Checklist (Non-Thesis)

Graduation
1. Apply online for graduation in Student Central (my.fsu.edu) prior to the application deadline of the semester in which graduation is planned. Notify the COE Graduate Co-Graduate Director if you cannot complete the degree requirements during the semester for which you have applied. See https://registrar.fsu.edu/calendar/ for current semester deadlines.

For instructions on applying online to graduate, follow the How to Apply to Graduate steps. For more information visit the Registrar’s Graduation Information website, http://registrar.fsu.edu/graduation/checklist.

2. If you intend to participate in the Commencement Ceremony, arrange for your cap and gown through the University Bookstore: http://registrar.fsu.edu/graduation/cap_gown/.

3. Ensure that you have submitted an accurate Program of Study to OASIS, signed by all of required committee members and the department chair. An accurate program of study must be on file in OASIS to be eligible for degree conferral.

4. Register for your Master’s Comprehensive Exam, Capstone Course or Portfolio Defense, if applicable, before the end of the first week of the semester. If you registered for Master’s Comprehensive Exam/Portfolio Defense in a previous semester and received an incomplete (“I”) grade, the course must be dropped. You must then register for the course again in the term in which the requirement is completed.

5. If you have changed the major from a Doctoral degree to a Master’s Degree, please contact the Graduate Co-Director to discuss requirements. You will need to submit a new Master’s program of study.

Master’s Comprehensive Exam/Portfolio Defense
1. At the beginning of the semester, speak with your major professor regarding completion of your Master’s Comprehensive Exam/Portfolio Defense/Capstone requirement.

2. Prepare a Master’s Comprehensive Exam/Portfolio Defense Results form to be signed by your committee. The form can be found at http://education.fsu.edu/student-resources/student-academic-services-oasis/for-graduate-students.

After the Master’s Comprehensive Exam/Portfolio Defense
Master’s Comprehensive Exam/Portfolio Defense Results form must be submitted to the Graduate Director.
SECTION III: Course Track Final Term Checklist (Thesis Track)

Graduation
1. Apply online for graduation at http://registrar.fsu.edu/graduation/checklist prior to the application deadline of the semester in which graduation is planned. Notify the COE Graduate Co-Director if you cannot complete the degree requirements to graduate during the semester in which you have applied.

See https://registrar.fsu.edu/calendar/ for current semester deadlines.

For instructions on applying online to graduate, follow the How to Apply to Graduate steps.

2. If you intend to participate in graduation, arrange for your cap and gown through the University Bookstore: http://registrar.fsu.edu/graduation/cap_gown/.

3. Ensure that you have submitted an accurate Program of Study to OASIS, signed by all of your committee members and the department chair. An accurate program of study must be on file in OASIS to be eligible for degree conferral.


5. Ensure that you have successfully completed a minimum 6 Master’s thesis hours during your semesters of graduate study.

6. Register for your Master’s Thesis Defense before the end of the first week of the semester. If you registered for Master’s Thesis Defense in a previous semester and received an incomplete (“I”) grade, you must drop the course and register for it again in the term in which you complete the requirement.

7. After completion of the required coursework and six credit hours of Thesis, master's students must be enrolled for a minimum of three credit hours per semester (of which at least two must be thesis hours) until completion of the degree.

Register for at least two (2) hours of Master’ thesis credit in your semester of graduation (see above). This is a requirement even if you registered for and completed your thesis defense in a prior semester.

Master’s Thesis Defense
1. At the beginning of the semester, talk with your major professor and schedule the date of your thesis defense. You must defend your thesis no later than the final deadline date set by The Graduate School.

2. At least two weeks prior to the date of the examination, the student will submit an
announcement of the thesis title, date, and place of the examination to The Graduate School. The announcement must be submitted electronically on The Graduate School’s [Manuscript Clearance Portal](#) and will be posted on the Defense Calendar on The Graduate School’s web site. Electronic submission instructions can be found on The Graduate School’s [website](#) under Thesis, Treatise, and Dissertation.

3. Submit a final copy of your thesis to each committee member and the department chair **two weeks** prior to the defense.

**Thesis Defense:** The defense of the thesis will be oral. Responsibility for suggesting the time, designating the place, and presiding at the defense rests with the major professor. It is recommended that students defend no later than the eighth week of classes in the semester of intent to graduate. Students must meet all manuscript and online forms **deadlines** set by The Graduate School in the semester of graduation.

Academic courtesy requires that the final draft of the thesis be submitted to each member of the supervisory committee at least two weeks before the date of the oral examination. At the same time, the thesis should be submitted electronically to the University manuscript clearance advisor in The Graduate School so that the clearance advisor can provide the student with a critique of the manuscript with respect to The Graduate School’s formatting requirements.

The supervisory committee, the chair of the major department, and such other members of the faculty as may be appointed by the academic dean will conduct the examination. All members of the graduate faculty are invited to attend. At least two weeks prior to the date of the examination, the student will submit an announcement of the thesis title, date, and place of the examination to The Graduate School. The announcement must be submitted electronically on The Graduate School’s [Manuscript Clearance Portal](#) and will be posted on the Defense Calendar on The Graduate School’s website. Electronic submission instructions can be found on The Graduate School’s [website](#) under Thesis, Treatise, and Dissertation.

All committee members and the student must attend the entire defense in real time, either by being physically present or participating via distance technology. Individual departments may impose stricter requirements on physical attendance, e.g. all members must be physically present. Departments and other degree-granting programs must publicize their policy on defense attendance in their Graduate Student Handbook and in the relevant section of the *Graduate Bulletin*. If exceptional emergency circumstances, e.g. medical or other emergency situations, prevent the participation of a committee member, then it may be necessary to arrange for an additional appropriately qualified colleague to attend the defense. A minimum of three members with Graduate Faculty Status must participate.

The oral examining committee will certify the results of the examination: passed, failed, or to be reexamined. The report of results following a re-examination must indicate the student either passed or failed. To receive a passing grade, the written thesis must be in the final form or require only minor revisions at the time of the defense. A grade of **PASS** for the
defense of thesis requires at least a majority approval of the committee. Individual departments may impose stricter requirements for what constitutes a grade of PASS. Departments and other degree-granting programs must publicize their policy on this issue in their Graduate Student Handbook and in the relevant section of the Graduate Bulletin. If the student passes, each member must sign the online Manuscript Signature Form to substantiate the results of the defense. The degree cannot be awarded until the required forms have been completed on The Graduate School’s Manuscript Clearance Portal and the final version of the manuscript has been submitted to and approved by the Manuscript Clearance Advisor.

After approval by the oral examining committee and completion of the Final Content Approval Form by their major professor(s), the student should electronically submit the final content-approved version of the thesis to the Manuscript Clearance Advisor. Electronic submission instructions can be found on The Graduate School’s website under Thesis, Treatise, and Dissertation. The post-defense, final content-approved version of the thesis must be submitted to the Manuscript Clearance Advisor in The Graduate School within sixty days after the defense date or by the semester deadline (whichever is earliest). If the appropriate deadline is missed, the student must be re-examined. Consult the Registrar’s Registration Guide for the manuscript submission and forms deadline dates.

**After Master’s Thesis Defense**
Please remember it takes time for each of the following steps to be completed. Do not wait until the last few days prior to a deadline to submit your requirements. Faculty and Manuscript Clearance staff are quite busy and may not be able to meet immediate needs.

1. The student should electronically submit the final content-approved version of the thesis to the Manuscript Clearance Advisor via the ProQuest ETD Administrator. Electronic submission instructions can be found on The Graduate School’s website under Thesis, Treatise, and Dissertation. This must be completed by 11:59 p.m. on the published deadline for the last day for submission of final defended, content-approved thesis, dissertation or treatise and required forms.

2. Submit all other online forms to the Manuscript Clearance Advisor, via the Manuscript Clearance Portal, on the published deadline for the last day for submission of the post-defense, content-approved thesis, dissertation or treatise and required forms. Absolutely no exceptions will be given. *It is the student’s responsibility ensure that all required forms and documents are submitted to The Graduate School.*

3. Students are required to complete the entire clearance process of the final manuscript within 60 days of the successful defense date, or you will have to re-defend. No exceptions will be made for this policy. It is encouraged that you make contact with the Manuscript Clearance Advisor early in the semester that you intend to defend so that any problems in the manuscript format can be corrected.
SECTION IV: ADDITIONAL ACADEMIC INFORMATION

Credit Transfer

a) Credit earned as a non-degree seeking student does not carry graduate degree credit. However, if approved by a student’s supervisory committee, up to 12 semester hours of non-degree seeking student credit graded “B” or better may be used. It is the student’s responsibility to list such non-degree seeking student credit on the program of study.

b) A maximum of six (6) semester hours of transfer credit may be used towards a graduate degree. Departments will evaluate all transfer credit. It is the student’s responsibility to list such transfer credit on the program of study and to provide an official transcript from the institution(s).

c) Please NOTE: No student may be awarded more than 12 hours of combined non-degree student and/or transfer credit. This means that a student wishing to post 6 hours of graduate credit, which has not been posted under a previous degree, can be awarded no more than 6 hours of non-degree student credit.

d) For student’s requesting transfer credit (internal or external), the program must submit the appropriate transfer credit request form. The appropriate transfer credit forms must be submitted no later than the end of the seventh week of the semester in which the student is admitted and enrolled.
   - Transfer graduate coursework taken as a non-degree seeking student: https://registrar.fsu.edu/forms/grad_transfer_credit_request.pdf
   - Transfer graduate coursework taken at another institution: https://registrar.fsu.edu/forms/internal_transfer_credit_request.pdf

Registration
The Enrollment Appointments calendar is published once each semester. It details the various periods during which you can enroll for classes. Visit https://registrar.fsu.edu/registration_guide/ and click on Enrollment Appointments for the applicable semester.

Drop/Add
During the first four days of classes, individual courses may be added, dropped, or sections of a course changed. Students are financially liable for all courses appearing on their schedule after the fourth day of classes. To add courses after the first four days of classes may require the academic dean's approval. Courses dropped during this period do not appear on the student's transcript. Courses may be dropped through the seventh week of classes with the exception of mandated college preparatory courses, freshman composition, and courses involved in allegations of academic dishonesty; however, tuition charges remain. Students are tuition/fee liable for all coursework remaining on their schedules after the drop/add deadline each term. Students are grade liable for coursework remaining on their schedules after the seventh week deadline of a given term. (See Academic Calendar.)
SECTION V: USEFUL RESOURCES

Important Websites

- University Graduate Admissions: https://gradschool.fsu.edu/graduate-admissions
- Tuition/Fee Rates: https://studentbusiness.fsu.edu/tuition-fees
- Tuition/Fee Payments: https://cfprd.its.fsu.edu/dsa/Fees/
- Office of Financial Aid: https://financialaid.fsu.edu/
- International Students - Center for Global Engagement: https://cge.fsu.edu/
- Student Central “How-to” Help for Students: https://sc.my.fsu.edu/students
- University Registrar’s Office: https://registrar.fsu.edu/
- University Graduate Bulletin: https://registrar.fsu.edu/bulletin/graduate/
- The Graduate School: https://gradschool.fsu.edu/
- University Health Services: https://uhs.fsu.edu/
- University Counseling and Psychological Services: https://counseling.fsu.edu/
- Office of Accessibility Services (OAS): https://dsst.fsu.edu/oas
- Career Center: https://career.fsu.edu/
- College of Education Technology Resources: https://education.fsu.edu/current-students/technology-resources
- College of Education Office of Academic Services and Intern Support (OASIS):
- Research Consultation Service: https://education.fsu.edu/current-students/research-consultation-service
- Statistical and Research Design Consultation Services: https://education.fsu.edu/current-students/statistical-and-research-design-consultation-services
- Maximizing Your Diversity: https://career.fsu.edu/Students/Maximizing-Your-Diversity
- Reading and Writing Center: https://wr.english.fsu.edu/reading-writing-center

Office of Academic Services and Intern Support (OASIS): https://education.fsu.edu/OASIS

The Office of Academic Services and Intern Support (OASIS), located in 2301 Stone Building, offers a variety of services, including:

- Serving as the representative office for the academic dean of the College of Education assisting undergraduate and graduate students in the steps and milestones required to achieve degree completion
- Maintaining records for College of Education students, including forms related to graduate and undergraduate study
- Serving as the primary liaison between prospective and currents students in the College of Education and the University Office of Admissions, the Office of the Registrar, The Dean of Undergraduate Studies and The Graduate School
- Working with the educator preparation programs throughout the University to coordinate internship placements and field-based experiences with PK-12 schools and students

Graduate Advising: Your major professor or academic advisor assigned by your academic department provides advising for graduate students. Please contact your major professor/advisor directly to set up an academic advising appointment.
College of Education Graduate Student Listserv: All degree-seeking graduate students who are enrolled in a degree program within the College of Education will be added to the COE graduate student listserv, administered by OASIS. The listserv membership is updated each semester after the last day of drop/add.

Student Central (my.fsu.edu): myFSU portal and myFSU Student Central are the tools for managing student academics and student accounts, including registration. A student “How to” help page is located at https://sc.my.fsu.edu/documents/how.

Academic Calendars: https://registrar.fsu.edu/calendar/ The Academic Calendar is published once each semester. It contains important dates for registration, fees, graduation, and other academic deadlines.

Canvas: https://canvas.fsu.edu/ Once students set up their FSU email account they can access this important student information site. Here they can pay tuition, get parking permits, and access information on the organizations to which they belong. Here professors will also create specific Canvas sites for classes, and they will post important information such as syllabi, projects, assignments, and updates.

Scholarships:
- Funding and Awards (The Graduate School): https://gradschool.fsu.edu/funding-awards
- Scholarships and Aid (Education): https://education.fsu.edu/scholarships

Academic Common Market: https://admissions.fsu.edu/graduate/finances/ The Academic Common Market (ACM) is a tuition-savings program for college students in 15 SREB states, who want to pursue degrees that are not offered by their in-state institutions. Students can enroll in out-of-state institutions that offer their degree program and pay the institution’s in-state tuition rates. Students are encouraged to contact their appropriate state office for more details. For faculty questions, contact fda-faculty@fsu.edu.

Latin America-Caribbean (LAC) Scholarship: https://gradschool.fsu.edu/funding-awards/financial-support-general-information/latin-america-caribbean-lac-scholarship Graduate students who are citizens from Latin America and Caribbean (including Puerto Rico and the U.S. Virgin Islands) who have been awarded a non-duty scholarship from the U.S. federal government, the State of Florida government or by the government of the Latin American/Caribbean country of origin, of a minimum of $500 per semester, may be eligible to be designated as Latin American and Caribbean Scholarship recipients. A Latin American and Caribbean Scholarship recipient (LAC) will be classified as a Florida resident for tuition purposes only.

Residency: https://admissions.fsu.edu/residency/ How to establish Florida residency for tuition purposes (Note: this is different from establishing Florida legal residency!)

Textbooks FSU Bookstore: https://www.bkstr.com/floridastatestore
**University Graduate Orientation:** The Graduate School also holds an optional New Graduate Student Orientation each fall semester: [https://gradschool.fsu.edu/newcurrent-students](https://gradschool.fsu.edu/newcurrent-students). This orientation does not substitute for the department/program orientation.
SECTION VI: ACADEMIC STANDING AND PROFESSIONAL EXPECTATIONS

E-Mail Policy
The official method of communication at Florida State University is your FSU e-mail account. To stay informed and aware, you are required to set up and maintain your student account and check it three times per week. If you choose to have your official FSU student email account forwarded to another e-mail account, you are still held responsible for all information distributed by the University to your FSU account.

Academic Standing and Retention
The University reserves the right to exclude at any time a student whose conduct is deemed improper or prejudicial to the interest of the University community or whose academic performance is substandard, regardless of GPA (https://registrar.fsu.edu/bulletin/graduate/information/academic_regulations/). A graduate student, excluding College of Law students and MD candidates in the College of Medicine, whose cumulative grade point average for graduate courses (5000 and above) taken at Florida State University falls below 3.0 at the end of a term (not counting courses for which "S" or "U" grades may be given) will be considered not in good standing by the University and will be placed on academic probation. If a 3.0 cumulative graduate grade point average is not attained by the end of the next full term of enrollment, the student will be placed on academic dismissal.

Academic Dismissals
Academic dismissal constitutes a separation of the student from the University for academic reasons. Students on dismissal will not be permitted to register for graduate study, including registering as a non-degree student.

However, at the time of dismissal, the major professor and/or department chair/director may petition the academic dean for consideration of special circumstances that the professor thinks constitute justification for an exception to this regulation, but under no circumstances will a student be allowed more than one additional term of probation after reinstatement. Owing to the differential uses of the designation, "academic probation" shall not appear on permanent records of regular graduate students. After one probationary period, however, a student whose average falls within the probationary range will receive automatic dismissal. Consideration of the academic dismissal takes priority over any readmission application and must be resolved first. Students on dismissal are not eligible for readmission or the readmission appeal process unless they have first been reinstated by the academic dean. The academic dean is the final authority for reinstatement considerations (College of Education graduate students seeking reinstatement must complete the Request for Immediate Reinstatement After Academic Dismissal form with their major professor. The form is found on the OASIS forms website: https://education.fsu.edu/oasis/graduate-students).

Incomplete Courses
Incomplete ("I") grades will be recorded only in exceptional cases when a student, who has completed a substantial portion of the course and who is otherwise passing, is unable to complete a well-defined portion of a course for reasons beyond the student's control. Students in these
circumstances must petition the instructor and should be prepared to present documentation that substantiates their case. Incomplete grades will not be granted in order to allow students to do extra coursework in an effort to increase their grade.

In order to assign an incomplete, the instructor will indicate a time frame for resolution of the grade and the default grade to be assigned if the student does not complete the remaining academic work. It is the student’s responsibility to complete the remaining academic work within the agreed-upon time frame.

**Program Terminations (Dismissal for a Reason Other than GPA)**
The University reserves the right to terminate enrollment in an academic program and dismiss a student whose academic performance is below the standards of the program, regardless of GPA, or whose conduct is deemed improper or prejudicial to the interest of the University community. Dismissed students will not be permitted to register for graduate study, including registering as a non-degree student. Program terminations (dismissal for a reason other than GPA) are determined by the faculty at the academic program/departmental level and may occur for a number of different reasons, including but not limited to:

- Inability to conduct independent research in a fashion appropriate with the accepted norms of a discipline,
- Inability to function within a team environment to the degree that it negatively affects the learning, practice and/or research of fellow graduate students,
- Behavior that does not meet the professional standards of a discipline (typically clinical, social work or school settings, but also including Motion Picture Arts),
- Failure to meet one or more major milestone requirements,
- Inability to pass the diagnostic/preliminary examination/comprehensive examination (note that university policy limits preliminary examination attempts to two),
- Failure to complete the doctoral degree/make timely progress towards the dissertation, or
- Extensive petitions for time extension.

*Revised July 2021*