

SUMMARY OF Ph.D. PROGRAM REQUIREMENTS

Credit Requirements

72 credits (minimum) are needed to graduate, as follows:

- 40% of previous graduate coursework can be transferred (*24 credit maximum*)
- 24 credits of EJBS coursework, including required courses + electives
- 24 research credits (minimum)

Required Courses

Theory: 762:624 Planning, Public Policy, and
Social Theory

Methods: 833:628 Advanced Qualitative Methods
970:630 Discrete Choice Methods
One additional advanced methods course

Research Workshop: 762:626 Advanced Scholarly Research

Student Advising and Mentoring

- A faculty advisor is assigned to each in-coming student. After the first semester, each student may select his or her own advisor.
- First-year and second-year students submit a "Program of Study" (PoS) form in the Fall semester and meet with faculty to develop a program strategy.

Qualifying Examinations

- Doctoral students are required to pass four comprehensive exams to qualify for candidacy in the Ph.D. program. All exams include both written and oral portions:
 - Theory of and in planning and public policy
 - Methods (quantitative and qualitative methods and research design)
 - First substantive field
 - Second substantive field
- The Methods exam may be taken at any time after the student has completed the required methods classes 628 and 630 (see above).
- In order to take the three remaining exams (Theory, First Field, Second Field), students must have:
 - Completed 48 credits, including transfer credits; except Advanced Scholarly Research which is normally taken after passing exams.
 - A minimum cumulative GPA of 3.5
 - No outstanding Incomplete (IN) grades
- The written portions of the Theory, First Field, and Second Field exams, as well as a combined oral covering all three exams, **must be completed within a single semester.**
- At the completion of all qualifying exams, the exam portion of the *Degree Candidacy Form* (DCF) is signed by the faculty and placed on file with the Rutgers School of Graduate Studies.

Dissertation Committee and Dissertation Proposal

- Student selects a dissertation committee chair from members of the Bloustein School graduate faculty (see Appendix 6 of handbook).
- Student forms a dissertation committee of four faculty members who agree to participate, consisting of:
 - The committee chair
 - Two additional members of the Bloustein School graduate faculty
 - One member from outside the Bloustein School
- Within three months of completing Advanced Scholarly Research, and with approval of the dissertation committee, the student presents a dissertation proposal at an open public meeting, followed by an oral defense of the proposal before his or her dissertation committee.
- All doctoral students and faculty are invited and expected to attend the public portion of proposal defenses scheduled throughout the academic year.

Researching, Writing, and Defending the Dissertation

- The doctoral dissertation makes an original contribution to planning and public policy through the rigorous analytical examination of theory and evidence supporting a significant argument or testing a relevant hypothesis.
- With approval of the doctoral committee, the student presents the results of his or her dissertation research at an open public meeting, followed by an oral defense of the dissertation before the committee.
- All doctoral students and faculty are invited and expected to attend the public portion of dissertation defenses scheduled throughout the academic year.
- After successful defense of the dissertation, the committee signs the final-exam portion of the DCF, which is then forwarded to the Rutgers School of Graduate Studies as certification of completion of the requirements for the Ph.D. degree.