2017-2018 Advanced Studies Committee Meeting Schedule

All ASC meetings are scheduled from 9:30-11:30am in the STH Library Conference Room unless otherwise noted. Petition and PhD Prospectus procedures are described after the schedule.

Fall 2017

**September 29, 2017**
PhD Prospectus and approvals submission deadline: September 15, 2017
Petition and approval(s) submission deadline: September 22, 2017

**October 20, 2017 – STH Suite 110**
PhD Prospectus and approvals submission deadline: October 6, 2017
Petition and approval(s) submission deadline: October 13, 2017

**November 10, 2017**
PhD Prospectus and approvals submission deadline: October 27, 2017
Petition and approval(s) submission deadline: November 3, 2017

**December 15, 2017 – STH Suite 110**
PhD Prospectus and approvals submission deadline: December 1, 2017
Petition and approval(s) submission deadline: December 8, 2017

Spring 2018

**January 19, 2018**
PhD Prospectus and approvals submission deadline: January 5, 2018
Petition and approval(s) submission deadline: January 12, 2018

**No February 2018 meeting**

**March 16, 2018**
PhD Prospectus and approvals submission deadline: March 2, 2018
Petition and approval(s) submission deadline: March 9, 2018

**April 20, 2018 – Final Spring 2018 meeting for first prospectus submission**
PhD Prospectus and approvals submission deadline: April 6, 2018
Petition and approval(s) submission deadline: April 13, 2018
May 17, 2018
PhD Prospectus and approvals submission deadline: May 3, 2018
Petition and approval(s) submission deadline: May 10, 2018

Petition Submission Procedures
Students may either use the general petition form available here:
http://www.bu.edu/sth/academics/degrees/advanced-studies/advanced-studies-committee-forms/ or write their petition in letter format. Furthermore, all petitions must have advisor approval before the petition can be reviewed by the ASC. Program Extension petitions require the approval of both advisors. If pertinent, course instructor approval is also required.

If your petition involves a directed study, a minimum one-page synopsis of course requirements/syllabus (including any written assignments with the expected page requirements) will be required in addition to the petition form.

PhD Prospectus Submission Procedures
April 20, 2018 is the final Spring 2018 meeting to submit a prospectus for the first time. PhD students submitting a prospectus have the option to attend a portion of the meeting to hear the ASC’s comments. If interested, contact Blake Fox at bafox@bu.edu.

When the student’s First and Second Readers are satisfied that the prospectus is ready for approval and are willing to commit to the direction of a dissertation based on the prospectus, the student should submit an electronic, MS Word copy of the Prospectus to the Advanced Studies Program Coordinator by email. The student’s First and Second Readers must be copied on the submission email to allow the readers to communicate their approval to the Advanced Studies Program Coordinator. Every prospectus submitted to the ASC thereby becomes a public document within the school. Please review the STH PhD Handbook for additional guidelines.