

## **Satisfactory Academic Progress for PhD Students**

*Approved by the College of Engineering on December 18, 2013*

The College of Engineering is committed to five full years of financial support for graduate students in the CoE Ph.D. program who maintain *Satisfactory Academic Progress*. This support will be in the form of Teaching Fellowships, Research Assistantships, or Graduate Fellowships. Funding beyond five years is generally provided (but not guaranteed) to students who are working productively toward the Ph.D. degree. The following achievements are required to maintain Satisfactory Academic Progress:

- Students must complete the required coursework with a B average (GPA of 3.0) or better and pass the Ph.D. qualifier exam within the allotted time frames. Thereafter they need to complete a Dissertation Prospectus and a Dissertation. Details on the course requirements and qualifier exams are found on the respective departmental or division web sites.

- Students are required to find a research home and funding no later than 12 months after beginning the program. The preponderance of the funding arises from extramural sources such as fellowships, training grants and research funding from grants of individual faculty. Once securing a funded research home the department/division guarantees continued funding through the 5<sup>th</sup> year. Typically this funding will derive from extramural sources. If, however bridge resources are required from the departmental/division, the department/division can require that the student be a teaching fellow for the time they are being supported.

The inability to find a faculty research supervisor willing to serve as a research supervisor by the end of 12 months and with funding is initially interpreted as not making satisfactory progress toward the Ph.D. degree. In rare cases, after the first 12 months a student is able to identify a faculty member willing to serve as a research supervisor but neither the faculty nor the student is able secure extramural funding for the second year. This student can petition and request one additional year of funding from departmental or division resources. Such a request will need to convey to the chair or division head that the student has found a research advisor willing to supervise the student and that the advisor and/or student have a concrete plan to secure extramural funding sources following the additional year. Decisions to support this request are at the discretion of the department chair/division head. If no such funding has emerged after the second year, these students will be deemed as not making satisfactory academic progress and they may not be permitted to complete their Ph.D. studies.

- After joining a laboratory according the conditions above, students register for research credits each semester and summer they work in that laboratory. If the supervisor feels the student is not making satisfactory progress, the supervisor will provide a 4 month warning letter (equivalent to a semester or summer). If the

progress remains unsatisfactory, the faculty will dismiss the student from their laboratory. The student must then either find an alternative funding source from an individual faculty member or leave the program. After dismissal, the student has one summer or academic semester to find alternative support. During this period, the department or program is under no obligation to find support for the student but may choose to do so, at the discretion of the department/program leadership.