



# The University of Tennessee Health Science Center College of Graduate Health Sciences College Policies

Document Name: Admission to Degree Candidacy - Doctor of Philosophy  
Effective Date: November 8, 2004  
Document Status: Approved

## Purpose

The purpose of this policy is to define the requirements for admission to degree candidacy for the Doctor of Philosophy degree. Graduate education requires continuous evaluation of the student. This evaluation includes not only periodic objective evaluations such as the GPA, performance on comprehensive examinations, and acceptance of the thesis or dissertation, but also subjective appraisal by the faculty of the student's progress and potential.

## Policy Details

Continuation of graduate study within the College results from positive action taken by the student's Faculty Committee. Grades are not necessarily the sole criterion used in determining whether or not a student is permitted to continue. Other attributes, primarily those concerned with the level of professionalism expected of a student in a particular discipline, may be considered.

Each student is responsible for filing an application for admission to candidacy (which must be signed by the Program Chair or Director and members of the student's Faculty Committee) after the conditions indicated below have been met. Application forms may be obtained from the College web site. The Dean will inform the Program Director of the student's admission to candidacy.

Admission to candidacy for the Ph.D. degree must be granted at least two semesters prior to the date on which the dissertation is to be submitted to the college. Admission to candidacy for this degree depends upon the student's (1) passing the required comprehensive examination, (2) demonstration of research potential and accomplishment at least equivalent to that for completion of a master's thesis, (3) certification by the student's Faculty Committee and the Program Chair or Director, and (4) approval by the Dean. Programs may have requirements for continuation or graduation in addition to the minimum requirements set forth in the UTHSC Catalog.



# The University of Tennessee Health Science Center College of Graduate Health Sciences College Policies

Document Name: Admission to Degree Candidacy - Doctor of Philosophy  
Effective Date: November 8, 2004  
Document Status: Approved

Upon admission to candidacy, all graduate students, including those who have been enrolled part-time, must be enrolled full-time for the remainder of their program, unless an exception is approved by the Dean.

**Candidacy Examination.** A comprehensive examination (written or oral and written) covering the fields indicated by the program must be passed prior to admission to candidacy. In the event of failure, the student may not appear for reexamination until permission is granted by the program. The result of the second examination is final.

## Policy Scope

Applies to all Doctor of Philosophy students.

## Related Policies

None

## Definitions

**Faculty Committee.** The student's faculty committee that was approved by the College.

**Program Chair.** The listed chair of the student's academic program.

**Program Director.** The listed director of the student's academic program.

## Procedures

The student must:

1. Obtain the "Admission to Candidacy" form from the College website.
2. Pass the degree candidacy examination before the student's Faculty Committee, and obtain their signatures on the form.



## The University of Tennessee Health Science Center College of Graduate Health Sciences College Policies

Document Name: Admission to Degree Candidacy - Doctor of Philosophy  
Effective Date: November 8, 2004  
Document Status: Approved

3. Submit the form and an academic transcript to the Program Chair or Director for approval.

The Program Chair or Director will forward the packet to the College for approval. The Dean will inform the Program Chair upon approval.

### Exhibits / Appendices / Forms

The form may be obtained at <http://cghs.uthsc.edu>

### Document History

Approved November 8, 2004 by Graduate Studies Council.

Revised administratively September 2, 2015 to accommodate website changes.

Administratively reviewed by Graduate Studies Council October 27, 2015.