

GRADUATION REQUIREMENTS

Master's Degrees

The Graduate School offers traditional Master of Arts and Master of Science degrees in selected humanities and natural and social science fields of study as well as a number of non-traditional Master's degree programs. In many fields both nonresearch and research options exist; see the list of degree offerings earlier in this catalog.

Following admission to Classified status and with appropriate foundation in the field evidenced by satisfaction of prerequisites, the student undertakes the requirements for the specific master's degree sought. Continuous enrollment during the academic year is mandatory throughout the period of degree study. The general and minimum requirements of The Graduate School for master's degree study are explained below. For some master's degree programs the requirements are more extensive and are given and explained in the Curricula and Courses section of this catalog.

Courses

A minimum of thirty (30) semester-hours of academic work is required. For students pursuing the research option, six (6) of the total credit-hours to the degree must be in Thesis Research. The program of studies must form a united and coordinated whole, embracing a major field subject and, perhaps, a formal minor field (depending upon the desires of the student and the practice or advice of the major field).

In research-degree programs, no less than one-half of the total hours-requirement (exclusive of Thesis Research) must be in the major field. All of the work must be of distinctly advanced character. The Graduate School will permit some upper-division (but only 400-level) courses, suitable for a well-rounded program, to be included in the degree program; however, the maximum allowable total semester-hours of credit of such coursework is ten (10). Also, at least one-half of the work in the major field (again, exclusive of Thesis Research) must be strictly graduate (500-, 600-) level.

Nonresearch degree programs may be planned with somewhat greater flexibility than research degree programs. A minimum of thirty percent (30%) of the credits must be in the major field, and minimally, one-half of the total program must be generally of or directly related to the major field. Again, however, no more than ten (10) credits in total may be taken at the 400 level.

The minimum requirement for a formal minor at the master's degree level is six (6) semester-hours in residence. No more than three (3) credits within the minor may be taken at the 400 level, however.

In special instances, professional (700-, 800-) level academic

work in Law or Social Work may partially fulfill credit-hours requirements. Conditions imposed on inclusion of such work in master's degree programs are identical with those associated with upper-division (400-level) work; i.e., maximum numbers of credit-hours at the 400, 700, and/or 800 levels collectively are ten (10) total and three (3) within a formalized minor.

Ordinarily, no master's degree program may include more than six (6) credit-hours in Research Topics ("597") or Graduate Reading ("598") courses or a combination thereof. Master's degree students may not enroll in tutorials carrying the course-numbers 497 or 498.

Research-Tools Requirement

The Graduate School imposes no general research-tools requirement. Individual master's degree programs may have as a requirement the attainment of translation-proficiency in a foreign language, statistics, computer literacy, or the like. Students seeking translation-skills in foreign languages are encouraged to enroll in courses in the Department of Modern and Classical Languages in courses designed specifically for them. Research-tool proficiency may be demonstrated through examination if permitted by the major field; arrangements for administration of such an exam are the responsibility of the major field.

Residency

Each master's degree student must devote at least one calendar year or the equivalent entirely to in-residence study. The part-time student cannot complete master's degree requirements in one year. For part-time students, three years of in-residence study is generally the norm. Following admission to Classified status, the student in active pursuit of the master's degree must maintain continuous enrollment during the nine-month academic year.

If the student is following a program leading to the nonresearch master's degree to be completed through attendance during Summer Sessions exclusively, s/he adheres to the mandatory-continuous-enrollment policy by being in residence every summer (unless a formal petition for a temporary leave of absence is approved by the major field and Graduate Dean) until degree-requirements are fulfilled.

Advancement to Candidacy

The master's degree student anticipating the capstone requirements and the final academic term in residence must enroll for "Special Study for Examinations. A formed application for degree/candidacy, obtained from the Master's Candidacy Advisor in 107 Verhaegen Hall or the Website "www.slu.edu/graduate/students_candidacy.html" must be completed, together with an exit questionnaire, by an early date in that final term. Subsequently, the student receives a candidacy packet that includes information to be reviewed and checked by the student and the advisor. Specific documents require entries and signatures by the major-field chairperson or pro-

gram director. If the student is undertaking a formal minor, the candidacy papers must also be routed through the minor field before being returned to Graduate School Candidacy. This process must be fully completed by a deadline set by The Graduate School in anticipation of degree conferral. If a research-degree is sought, the thesis proposal/prospectus must be prepared, receive major-field approval, and be filed with The Graduate School as part of the candidacy process. The Graduate School encourages completion and filing of the proposal early - as soon as the student completes and receives major-field approval of the research design. (If the research is to involve human subjects or laboratory animals, approval of the research design by the University's Institutional Review Board (IRB) or Animal Care Committee (ACC) is required before Candidate status will be granted; see the explanatory section below, under Advancement to Candidacy for the Ph.D. degree.)

Following filing of the cited materials and favorable action by the Graduate Dean, the student in good academic standing becomes a Candidate for the master's degree. Students seeking nonresearch degrees by attendance exclusively during Summer Sessions should initiate the candidacy process before the beginning of the final summer in residence.

Thesis

The Candidate for a research master's degree must present to The Graduate School two (2) acceptable copies of a thesis that gives evidence of marked attainment in some phase of the major field. The thesis must reflect thorough knowledge of the subject field, the power of independent thought, and the potential for original research. The written work must follow a literary style and composition format within guidelines established by the major field and The Graduate School. (A copy of the Graduate School's thesis-format directive is included in the candidacy packet prepared for the research-degree student.) An abstract that sets forth the substance of the thesis must be submitted together with each thesis copy.

The research and the writing of the thesis must be accomplished in residence except when the Candidate has obtained prior written permission, from the major field and the Dean of The Graduate School, to do part of the work elsewhere. In no instance will the entirety of research/thesis-direction be provided (by the student's mentor) to a site remote to the University. Research master's degree students must formally enroll for, and will accumulate, credit-hours of Thesis Research in the same manner as for coursework taken and satisfactorily completed. A total of six (6) credit-hours of Thesis Research is the degree requirement within the ordinary time-period to the degree.

The Graduate School requires the formal appointments of three (3) Graduate Faculty "readers" of the thesis, one of which is ordinarily the student's mentor. The acceptable thesis must be approved in writing by all three readers, and the Master's Candidacy Advisor completes a format evaluation of the thesis and abstract.

A student ordinarily may not circulate the thesis among the approved faculty readers during the summer months; likewise, a student should not anticipate the conferral of a research master's degree at the end of the Summer Sessions. Similarly, the research master's student may not expect to take a comprehensive degree examination during the summer. Exceptions may be granted on individual bases, but only with prior approval of the student's candidacy committee and the major field chairperson/director. The Graduate Dean makes the final decision in response to a letter of request from the student; the letter must be routed through the student's committee chairperson.

The research master's Candidate must submit two (2) approved copies each of the thesis and of the abstract. Subsequently, the two copies are bound (one for the University libraries and the other for the major field). The Candidate is charged a fee for the binding of the two copies.

Essay

In some departments or master's degree programs, a scholarly essay, pertaining to some phase of the major field discipline, is required for the nonresearch degree. Such a requirement is imposed by the major field, not by The Graduate School. As such, the Graduate School does not receive, evaluate (for style and format), bind, and/or retain copies of the essay.

Comprehensive Degree Examination(s)

Ordinarily during the final academic term in residence, the master's degree student must take and pass a comprehensive oral examination. Advancement to candidacy must precede this examination. This examination is administered by a committee of three or more faculty recommended by the major-field chairperson and approved by the Graduate Dean. The final examination covers the major field and, if formalized, the minor field as well; the Candidate for a research degree is also responsible for the content of the thesis and its background. The format of the examination requires that the committee members communicate to the Graduate Dean their evaluations of the Candidate's performance individually in writing. The student fails the examination if not given satisfactory evaluations by two of the three examiners. Official transmission of the outcome of the examination is by letter to the Candidate and from the Dean.

The master's-degree student is required to register for "Special Study for Examination" (zero credit) for the academic term in anticipation of taking during that term the oral degree examination. This registration carries with it full-time status. A master's-degree student may enroll not more than twice in "Special Study for Examination" without the Graduate Dean's permission.

If the student fails the comprehensive oral examination, the examination may be repeated, but only once, provided that a second exam is recommended by the committee and is approved by the Graduate Dean. Ordinarily, a second exami-

nation will not be scheduled during the same academic term as the first attempt.

The major field may require a written component to the comprehensive examination(s); if so, the student must pass the written component, and the major field must so notify the Graduate School Dean in writing, before permission will be given for administration of the oral degree examination.

Ordinary Time-Period to Degree

The entire master's degree program, exclusive of prerequisites (ordinarily taken before the degree program is initiated), is expected to be completed within a five-year time-period, beginning with the academic term of completion of the first course applicable to the degree. Students pursuing degrees by attendance only during the Summer Sessions are expected to complete all requirements for their nonresearch degrees within a period of six consecutive summers.

Should the five years (or six summers) pass without the student completing all degree requirements, that student ceases to be in good academic standing unless and until successfully, formally, petitioning for an "extension" of the ordinary time-period. Extensions are usually granted for no longer than one calendar year at a time. Ordinarily, for a student pursuing a research-degree, each extension carries with it the requirement of registration for one additional credit-hour (beyond the required six credits) of Thesis Research. The student taking a non-research master's degree and exceeding the time-to-degree limit by more than one year may also be required to take an additional credit-hour per year until completion.

Additional Departmental/Major-field Requirements

In addition to these general requirements of The Graduate School, each department or major field may, with the approval of The Graduate School, impose additional requirements that are pertinent to the particular area of study. For many of the more professionally oriented master's degrees, for example, the total-credit-hours requirement is greater than thirty (30). In some fields, the thesis is an absolute requirement; in others, the student may be given the option to pursue a nonresearch or a research master's degree. For specific degree requirements, beyond those imposed by The Graduate School, see the Curricula and Courses section in this catalog.

The Specialist in Education Degree

The Ed.S. degree program, offered through the Department of Educational Leadership and Higher Education, is designed for the educator/practitioner seeking administrative certification at the elementary, middle, junior high, senior high, or school-district level. The viable applicant must possess, prior to matriculation, an appropriate master's degree.

Requirements for the Ed.S. degree include completion of a minimum of sixty (60) semester hours of postbaccalaureate study, at least thirty (30) of which must be taken at Saint Louis University. For additional descriptive information about

this program, see the Curricula and Courses section of the Catalog, specifically under the offerings of the Department of Educational Leadership and Higher Education.

The Doctor of Education Degree

The Ed.D. degree program is preparation for educational-leadership roles through a broadly based coursework-component and an extensive project focusing on practical needs within the major field. The successful applicant possesses a master's degree in education or a related field or an Ed.S. degree and must complete in residence a body of post-master's academic work, much of it in Education and including research preparation, practica, and internship experiences. Mandatory continuous enrollment is required during the nine-month academic year throughout the period of formal pursuit of the Ed.D. degree.

The overall format of the degree program is currently in transition. Newly admitted applicants will undertake Ed.D. projects, perhaps in teams, and begin this effort, concurrently registering for Project Guidance, early in the program. The capstone requirement, after the doctoral project has been completed, is the final oral degree examination that will embody the presentation and defense of the project. More extensive and detailed descriptions of the Ed.D. degree program are given in the Curricula and Courses section of the Catalog within the offerings in Educational Leadership, Higher Education, and Educational Studies.

The Doctor of Philosophy Degree

Applicants having superior previous academic records and showing strong potential for continued academic study and research, and who have completed the necessary prerequisite work, may be admitted to pursue the Ph.D. degree. In some major fields, applicants possessing the bachelor's degree may be admitted for direct study toward this doctorate; in others, requirements for the appropriate master's degree must have been completed before formal matriculation in the Ph.D. degree program will be permitted. Mandatory continuous enrollment during the nine-month academic year is required throughout the entire period of formal pursuit of the Ph.D. degree.

Coursework

Possession of the degree of Doctor of Philosophy implies advanced intellectual development and achievement. The Candidate for the Ph.D. degree should have acquired a liberal education, a broad understanding of the chosen academic field, and a comprehensive knowledge of the particular specialty area within that field which embraces the problem of the student's research. Specific departments or major fields may or may not permit their doctoral students to pursue a formal minor or a "parallel" certificate.

For the admitted student holding an appropriate Master's degree, the additional preparation for preliminary degree examinations generally will approximate 24-30 credit-hours; ordinarily, most of this work is expected to be advanced graduate level. Assumedly, the Master's degree study, as a whole or in substantial part, will contribute to the total post-baccalaureate preparation for preliminary degree exams. After the student has been in residence for an academic term, s/he may petition for "advanced standing" and formal recognition of the applicability to the doctoral program of that academic work completed elsewhere. Additional graduate level, academic work, not part of any earned advanced degree, may be formally transferred into the doctoral program, but a minimum of twenty-four (24) credit-hours of advanced academic work, prior to the research-phase of the program, must be completed in residence.

For the student admitted to pursue the Ph.D. degree directly from the baccalaureate, the total credit-hours required (in residence) prior to preliminary degree-exams may be as few as forty-eight (48). See the Curricula and Courses section of the Catalog for requirements in specific fields in this regard.

A formal minor at the doctoral level must include at least twelve (12) credit-hours of postbaccalaureate work in the minor field, and a minimum of nine (9) of those hours must be strictly graduate level. Nine (9) of the total of twelve semester-hours must be completed in residence, and minimally six of these nine hours must be 500- or 600-level. If the student pursues a "parallel" certificate, it ordinarily requires completion of minimally fifteen (15) credit-hours, but a portion of those credits may also partially satisfy requirements for the degree sought.

Ordinarily, no doctoral program may include more than one-fifth (20%) of the coursework in preparation for preliminary degree examinations in Research Topics ("597," "697") or Graduate Reading ("598," "698") courses or a combination thereof. Graduate School degree-students are not permitted to take 400-level tutorials (identified by the course-number 497 or 498).

Research-Tools Requirements

Such requirements are not imposed by The Graduate School as a whole because of variable needs across major fields. Most departments or doctoral programs prescribe levels of competence to be attained in foreign-language translation, statistics, computer literacy, or other tools of research. These proficiencies are generally to be developed in addition to the ordinary academic work required for the degree. Students are expected to familiarize themselves early with the specific requirements of their departments or major fields.

Residency

The Ph.D.-degree student must anticipate at least three (3) calendar years of in-residence study and research or the equivalent. Each Ph.D. degree student is expected to spend at least one (1) academic year or its equivalent in full-time, in-residence pursuit (at the University) of the degree. The minimum tenure in this regard is one full semester and a contigu-

ous summer-sessions. The general conditions of fulfillment of the residency requirement are outlined by the department or major field of study, subject to approval by the Graduate Dean. Several programs require contractual residencies.

If a graduate student is pursuing the doctorate in the same major field in which a Master's degree has been awarded, all academic work having been completed at Saint Louis University, the same calendar year of residency may fulfill the requirement for both degrees. If the doctoral work is undertaken in a department or program different from that of the Master's degree, the stated residency requirement associated with the Ph.D. degree program must be fulfilled separately.

Preliminary Degree Examinations

Each doctoral program will administer a written degree-examination consistent with the expectations of the academic discipline. In general, major fields will administer one of two types of written examinations. In some programs, a qualifying examination will be administered relatively early in the student's doctoral studies. In other programs, the written examination is structured to assess comprehensive and integration of knowledge of the discipline and is administered later after all or nearly all of the student's structured, advanced, academic work has been completed. Written examinations will be administered in both major and minor fields of study if a student has declared a formal minor. The results of the written examinations are communicated by letter to the Dean of the Graduate School in care of the Doctoral Candidacy Advisor and, if the student's performance is satisfactory, the department chairperson recommends a committee of five (5) members of the Graduate Faculty who will administer the oral degree examination.

Oral Examination

An oral degree examination is scheduled in advance of the formalized research-phase of the student's program and after the Dean approves the examination committee of minimally five Graduate Faculty members. This examination may evaluate broad knowledge of the field (if the student took and passed written qualifying exams) or it may be largely focused on the dissertation-proposal/prospectus (usually consisting of a statement of the problem, literature review, and the research design prepared for the investigation) if the student's written preliminary degree-exam was comprehensive. In either case, the examination should be structured to assess the student's ability to integrate knowledge across the discipline. At the end of the examination and before the committee is dismissed, the members of the examination committee independently complete confidential ballots evaluating the student's performance; these sealed ballots are then delivered to the Graduate Dean in care of the Doctoral Candidacy Advisor. A student receiving two or more unfavorable evaluations from examinees fails the examination. The Graduate School Dean formally communicates the outcome of the examination in writing to the student.

Upon authorization by the Graduate Dean, a student who fails the oral degree examination may repeat once; ordinarily, the second attempt should not be scheduled within the same academic term as the first. The committee that administered the first exam will also administer the second examination under ordinary circumstances. The major-field chairperson will submit a written request for a second examination to the Dean well in advance of the desired date of that exam. Should the outcome of the second examination be unsatisfactory, a third exam is rarely approved, and is considered by the Dean only upon the unanimous recommendation of the examining committee.

Advancement to Candidacy

A formal prospectus setting forth the anticipated dissertation title and subject matter of the proposed investigation, recommendations of minimally three faculty “readers” of the dissertation by the major-field chairperson, and the application for candidacy must be filed in the Candidacy Suite of The Graduate School after the student has passed the oral degree examination. Students must request candidacy application materials from the Doctoral Candidacy Advisor after passing the oral preliminary degree examination. (Forms are available from the Doctoral Candidacy Advisor or on the Graduate School’s Webpage: www.slu.edu/graduate/students_candidacy.html.) The prospectus is to be submitted after the approval of it by the proposed mentor and in the major field. Some departments or major fields require a formal prospectus presentation. After all necessary recommendations and approvals have been obtained, the candidacy papers are submitted to The Graduate School. This filing must not be delayed and is to occur before the substance of the dissertation-research is undertaken.

If the proposed research is to involve laboratory animals, the Animal Care Committee (ACC) of the University must review and approve the research design. If the intended investigation is to involve human subjects or their personal property (including archived matter), the research design and, if necessary, informed-consent materials must be submitted to the appropriate Institutional Review Board (IRB) of the University or, perhaps first, to a subcommittee of the Board. The chairperson of the IRB (or the subcommittee) determines if a full Board review of the design and materials is required. Approval(s) must be secured before the gathering of data from or belonging to such subjects may begin, and the fact(s) of approval(s) must be submitted along with other candidacy application materials.

Upon submission to The Graduate School of the application candidacy and the prospectus, with all other necessary approvals already obtained (e.g., from the IRB or the ACC), the Dean advances the student to the status of Candidate, and so informs the student in writing. Doctoral students anticipating receipt of their diplomas at University Commencement ceremonies in May should formally become Candidates before the end of the preceding Fall Semester.

Dissertation

The ability to extend the knowledge base in the major field is a qualification distinctive to the Ph.D. degree. A Candidate for this most advanced, earned degree must present substantial evidence of this ability by presenting and defending a piece of original and independent research on a topic of importance that has been previously unresolved within the major field.

Students in the research phase of their Ph.D. programs must formally enroll in and will accumulate credit-hours of Dissertation Research in a manner not unlike that for coursework taken and satisfactorily completed. In general, each registration for Dissertation Research must be for at least one semester-hour. Minimally, twelve (12) semester-hours of Dissertation Research are required of each student pursuing the Ph.D. degree; only after accumulating the total semester-hours required may the student register for zero Dissertation Research credit.

The research for and writing of the dissertation generally must be completed in residence at the University. A doctoral student may, for good reason, seek and receive permission from the major field and the Graduate Dean to undertake portions of the research and/or writing “in absentia.” The whole of the effort toward completion of the dissertation away from the University will not, however, in any case, be approved for any student.

Public Presentation and Defense of the Dissertation

Across all major fields, the Graduate School requires a public, oral presentation and defense of the dissertation. The presentation may be scheduled after all Graduate Faculty “readers” have approved the general content of the dissertation. A completed, notification-of-readiness form with the abstract and the *vita auctoris* in electronic form (on diskette or communicated by e-mail) and a final-rough-draft (paper) copy of the dissertation with the abstract (for format review) must be submitted to the Doctoral Candidacy Advisor well in advance of (minimally three weeks before) the presentation date. Candidates anticipating May graduation must, however, submit an advanced draft of the dissertation for style and format critique no later than the date set in the Graduate School’s supplement of the University Calendar. Following the presentation, the Candidate must be prepared to respond to questions from the “readers” and the assembled audience. The dissertation-committee chairperson serves as the moderator for the presentation and defense. At the conclusion of the defense, the “readers” may evaluate the performance of the Candidate, but the dissertation-ballots are not signed individually until each committee-member fully approves the dissertation.

Publication of the Dissertation

The Graduate School requires submission to the Doctoral Candidacy Advisor of two (2) copies of the dissertation and three (3) copies of the abstract toward filing, microfilming, and binding.

All completed dissertations are published on microfilm through Proquest, a division of Bell and Howell Information and Learning) of Ann Arbor, Michigan. The service, for which the Candidate must pay a fee, includes 1) preparation and storage of a “master” microfilm negative of the full text, 2) production on order of positive film copies, 3) the depositing of one positive microfilm copy in the Library of Congress and a listing in the Library’s subject and author catalog, and 4) publication of the abstract (of the dissertation) in Dissertation Abstracts International and a listing in its annual and cumulative indices.

Each Candidate prepares the final copies of the abstract and the dissertation in the forms required for microfilming and publication and signs a publication agreement with Proquest. The agreement does not preclude publication of the dissertation, in whole or in part, by other methods or in other literature. The publication fee charged by The Graduate School covers the full cost of the microfilming and publication of the abstract and dissertation. Proquest will copyright the dissertation in the Candidate’s name for an additional fee.

Subsequent to microfilming by Proquest, the Library of the University processes a copy of the dissertation with abstract for circulation. Two copies of the dissertation with abstract are bound. One bound copy is placed in the SLU library archives. A microfilm copy is available for local circulation. The second bound copy is delivered to the major field. The Candidate is charged a fee to cover the cost of binding.

Additional Degree Requirements

Upon completion of the dissertation and the delivery of three approved copies of the abstract and two of the dissertation to The Graduate School, the Candidate must complete an Application for Degree form. If intending to participate in University Commencement exercises in May, the Candidate must file this form no later than the date set in The Graduate School’s supplement to the University Calendar. Also to be completed are a set of data for the National Opinion Research Center’s Survey of Earned Doctorates, a shortened title form (for binding purposes), and an exit questionnaire. The Candidate receives all of these final forms, including the Proquest publishing agreement, only after the style and format review by the Doctoral Candidacy Advisor.

Each academic department or major field may, with the approval of the Dean of The Graduate School, impose requirements beyond those explained above as appropriate to the individual field of study. Such additional requirements are listed within the particular narratives for the specific programs within the Curricula and Courses section of this catalog.

Time-Period to Degree and Extensions of Time

The doctoral student is expected to complete all requirements for the degree in a reasonable amount of calendar time. The student, admitted into a doctoral program after earning a Master’s degree in the same or a similar field (such that the Master’s degree work wholly or in large measure contributes to

the preparation for research in the doctoral field), must anticipate completion of degree-requirements within five (5) years of initial matriculation in the doctoral program. The student admitted to pursue the doctorate directly from the baccalaureate is expected to complete all requirements within seven (7) years of the initial registration for graduate degree study.

All students in The Graduate School must enroll every Fall and Spring semester until they have completed degree-requirements. After completion of coursework, practica, research preparation, and the like, and while preparing for and taking preliminary degree examinations, the student is to enroll in “Special Study for Examinations”; ordinarily only two such registrations are permitted. Upon passing the oral degree exam (and perhaps before the exam), the student registers for Dissertation Research and continues to do so while engaged in research and writing. If the time in the degree-program exceeds the five or seven years and doctoral requirements remain, the student must formally petition for an extension of the ordinary time-period, routing the petition through the mentor to the major-field chairperson or the graduate program director and to the Academic Dean of the Graduate School. Generally, when such petitions are approved, extensions are given for one calendar year at a time. Also, ordinarily, in part because such petitions typically occur during the research-phase of the degree-program, each such approval is accompanied by the requirement of enrollment in one additional Dissertation Research credit (beyond twelve, which should have already been taken). (For Ed.D.-degree students, the requirement of one additional credit-hour in Project Guidance accompanies each approval of a one-year extension.) Furthermore, if the time-period has been exceeded to the extent that more than five (5) calendar years have elapsed since preliminary degree examinations were passed, to remain active in the doctoral program the student likely will be required to retake the preliminary examinations to demonstrate currency in the major field, and, if appropriate, the minor field as well.

The Multidisciplinary Doctoral Option

After having been formally, unconditionally, admitted into an existing Ph.D. degree program and initiated doctoral studies, the Classified graduate student may decide to petition for transfer into the multidisciplinary doctoral option. Because the availability of academic resources to support an envisioned multidisciplinary program must be critically investigated and reviewed by The Graduate School, and because a commitment of SLU faculty to such an endeavor will not be made by them to an applicant, directed application for admission into this program is categorically disallowed. Moreover, the multidisciplinary option may be sought only by the research doctoral student; the option is not available at the master’s level or toward another advanced degree.

To begin the transfer process, the student prepares a draft of a proposal that describes the multidisciplinary program

envisioned. In particular, the draft must contain the rationale for the transfer, the full complement of applicable, postbaccalaureate, academic work proposed – that already completed as well as the work yet to be taken, and the general area of dissertation research (that, most often, is the motivation for the transfer). With the proposal draft in hand, the student proceeds to select minimally five (5) members of the Graduate Faculty (all of whom must possess the doctorate or the faculty rank of Professor), collectively to serve as a committee that, in effect, becomes the student’s department or major field. Faculty members are invited by the student to join the committee on the bases of their expertise and competencies and their potential interest in the student’s proposed program and career objective. To serve on the committee or not is the invited faculty member’s option. A proposed chairperson of the committee is designated. At least one, and preferably a minimum of two, members of the committee must have Graduate School authorization to direct doctoral dissertations (i.e., Mentor status).

A formal petition to transfer into the option, signed individually by all of the proposed committee members, must be submitted to the Dean of The Graduate School. The petition with appropriate supporting documentation from the student’s application/academic file is then transmitted to the proposed committee chairperson for evaluation of the student’s preparedness for and potential for academic success in the envisioned program. By this time the proposal draft should have been critiqued by the committee and subsequently revised to reflect their evaluative comments. Again, the proposal will ordinarily contain a section pertaining to the envisioned dissertation research or at least the general academic area of intended investigation, inasmuch as preparation to undertake the research as well as the research-area itself are expected to contribute significantly to the rationale for multidisciplinary study. (Petition forms and guidelines for the preparation of multidisciplinary proposals are available in the Graduate School Admissions office, 117 Verhaegen Hall.)

If the recommendation from the proposed committee chairperson for approval of the transfer is positive, the petition with attachments (including the proposal) is reviewed by the University Board of Graduate Studies. An Associate Dean is the liaison to the Board on behalf of the student, who should meet with the liaison at least once before the Board considers the petition and proposal.

If the proposed program and committee are approved by the Board, the committee, in consultation with the student, proceeds to establish/confirm the specific program requirements. In addition to coursework, the program must include written and oral preliminary degree examinations to be administered by the committee in accordance with Graduate School policy and regulations. Research-tool requirements are to be imposed as appropriate. The entire course of study, that must meet general Graduate School protocol for the Ph.D. degree, will be reviewed toward approval by the Dean.

Regulations and procedures of The Graduate School for advancement to candidacy also must be followed by the

students pursuing this doctoral option. The mentor and two additional “readers” of the dissertation are to be selected from the committee. The committee approved by the Board will serve the student through the completion and defense of the dissertation.

The title of the student’s multidisciplinary program must be distinctly different from the departments and major fields of doctoral study currently active at Saint Louis University. An intellectual commitment shared by the student and the committee-members is necessary for a successful program. The University Board of Graduate Studies may annually review each multidisciplinary doctoral program and the progress therein, and make recommendations to the Dean.

Dual-Degree Programs

The Graduate School sponsors, wholly or in part, a number of formally established, advanced, dual-degree programs within the University. The student pursues, within such a program, two postbaccalaureate degrees concurrently. In some programs, the student pursues one degree through The Graduate School and the other through a professional School (e.g., the School of Law, the School of Medicine, the Cook School of Business, or the School of Social Work). Separate applications must be made for the individual degree programs, and admission to pursue one of the degrees does not guarantee admission to the dual-degree program. All supporting documentation, required of applicants to the individual degree programs, one set to accompany each application, must be submitted by the applicant envisioning a dual-degree program.

The existing dual-degree programs within which The Graduate School participates were individually designed within a rationale for combining otherwise separate programs, and markets for the graduates are identifiable. A practical reason for the student to pursue a specific pair of advanced degrees concurrently is the sharing of some coursework requirements. All other requirements of the two, individual degree programs must be met separately. The applicant should apply to the more competitive of the two programs first. The individual major-field components of a dual-degree program must be initiated reasonably close together in time such that appropriate integration of the individual programs takes place. The dual pursuits must parallel one another, and the directors of the two programs determine the necessary proximity of start dates in individual instances.

The Graduate School participates in the following programs taken concurrently that lead to two (2) advanced degrees: the M.D. degree (School of Medicine) and the Ph.D. degree in a medical science field or Health Care Ethics; the M.A. in Public Administration degree and J.D. degree (School of Law); the M.H.A. and J.D. degrees; the M.H.A. degree and the M.B.A. degree (Cook School of Business); the M.P.H. degree and the Ph.D. degree in Public Health Studies; the M.P.H. degree and the M.S.W. degree (School of Social Work); the M.P.H. and the M.S. in Nutrition and Dietetics degrees; the M.P.H. and the J.D. degrees, the M.P.H. and

the M.D. degrees; and the M.S. in Nursing and the M.P.H. degrees. An overview of the joint M.D./Ph.D. degree programs is given below. Brief summaries of the other individual dual-degree programs may be found in the Curricula and Courses section of this Catalog.

The School of Medicine and The Graduate School together offer a combined M.D. and Ph.D. degrees program for students interested in research careers in medicine and the biomedical sciences or Health Care Ethics; the Ph.D. degree is sought in one of the basic medical (pre-clinical) sciences or the ethics program. Admission is competitive, and applicants must meet all requirements for entry into the School of Medicine as well as The Graduate School. The program enables most students to complete requirements for both degrees in six to seven years. The applicant may formally seek entry into the two programs concurrently or apply for admission into the Ph.D. program, while initiating M.D.-degree studies, to begin the Ph.D. portion of the dual-degree program after completion of the second year of the professional School of Medicine curriculum. Stipends and tuition scholarships are available for the dual-degree program, including the Ph.D. degree portion of study and research.

Applicants or current students possibly interested in a dual-degree program should contact the administrative personnel in the two individual degree programs for additional information and advice.

Certificate Programs

The Graduate School has academic jurisdiction over several categories of postbaccalaureate certificate programs. Master's-degree-trained nursing or counseling professionals may seek academic qualification in an additional specialty or for licensure via post-Master's certificate programs. Specific application protocols, not unlike those for Classified status, are in place. The requirements for these certificates may be found in the major-field narratives in the Curricula and Courses section of this catalog. A certificate in university teaching skills may be earned by graduate students through the Reinert Center for Teaching Excellence.

The Graduate School has established a framework within which a Classified graduate student may pursue a certificate concurrent with and parallel to seeking a graduate degree. The objective is to improve the student competencies through inclusion of a series of courses that collectively focus on a particular area of study related to the broader degree. Admission to a parallel certificate requires a formal petition. The certificate generally demands satisfactory completion of minimally fifteen credit hours, and the program culminates with a capstone requirement. The majority of the certificate coursework may also partially fulfill requirements for the graduate degree; hence, a portion of the required certificate work may be in addition to the ordinary degree studies. Several such specific certificate programs have been developed. A certificate in Rhetorical Studies and Writing Pedagogy is offered jointly by the Departments of English and Communication.

Certificate programs in Medieval Studies and in Renaissance Studies are delivered through the interdisciplinary Center for Medieval and Renaissance Studies. A certificate of Empirical Research Methods in Descriptive Ethics is offered through the Center for Health Care Ethics. The Department of Public Policy Studies offers a graduate certificate in Geographic Information Systems and the Women's Studies Program offer a graduate certificate in Women's Studies.