

University of Delaware
School of Education
Ph.D. in Education
(Including Articulation with the M.A. in Education and
Ed.S. in School Psychology)

Program Policy Statement

Part I. Program History

- A. Purpose Statement**
- B. Origin of the Program**
- C. Administration and Faculty**
- D. Degrees Offered**

Part II. Admission

- A. University Policy on Admission**
- B. University Admission Procedures**
- C. Specific Requirements for Admission into the Ph.D. Program**
- D. Admission Status**

Part III. Degree Requirements for the Master of Arts in Education

- A. Course Requirements**
- B. Articulation Between Master's of Education, *Education Specialist in School Psychology*, and Doctoral Degree in Education**

Part IV. Degree Requirements for the Doctor of Philosophy in Education

- A. Course Requirements**
- B. Non-Registered Degree Requirements**
- C. Regulations Governing Dissertation**
- D. Residency Requirements**
- E. University Requirements and Deadlines for Admission to Doctoral Candidacy**
- F. Registration Requirements Prior to Doctoral Candidacy (G1 Status)**
- G. Registration Requirements after Admission to Candidacy (G2 Status)**

Part V. General Information Relevant to Both Master's and Doctoral Degree Candidates

- A. Financial Assistance**
- B. Graduate Course Numbering System**
- C. Application for Advanced Degree**
- D. Graduate Grade Point Average**
- E. Time Limits for the Completion of Degree Requirements**
- F. Extension of the Time Limit**
- G. Sustaining Status for Candidates Pursuing Thesis/Dissertation Degree Option**
- H. Transfer of Credit Earned as a Continuing Education Student at the University of Delaware**
- I. Transfer of Credit from Another Institution**
- J. Transfer of Credit from the Undergraduate Division at the University of Delaware**

Revised Fall 2007

Part I. Program History

A. Purpose Statement

The Doctorate of Philosophy represents the highest level of achievement in formal education. As such, this degree signifies the attainment of an advanced level of scholarship and the possession of scholarly dispositions and habits. Individuals awarded the Ph.D. in Education by the School of Education at the University of Delaware are prepared to make significant contributions to the field of education, and they do this, first and foremost, by conducting research that answers important questions about the nature of education.

The faculty in the School of Education understand that doctoral students are being trained to assume leadership roles in both academic and non-academic settings. Thus, in line with the University of Delaware's conceptual framework for professional education, the Ph.D. program aims to develop reflective scholars who are expert sources of knowledge in their disciplines and who can tap the diversity of the education community at large to enrich their scholarly work.

B. Origin of the Program

In 1998, a University-wide reorganization of academic units resulted in the merging of the College of Education, the College of Human Resources, and the College of Urban Affairs and Public Policy. The new college was named the College of Human Resources, Education and Public Policy and the name was subsequently changed to the College of Human Services, Education and Public Policy.

At the time of the merge, there were two departments within the College of Education: the Department of Educational Studies and the Department of Educational Development. Each of these two departments had a Ph.D. program. A year after the College merged, the two departments merged into the School of Education with no departments. The current Ph.D. program was created by a Transition Committee on Graduate Studies in 1999 with the intent of merging the requirements of the two previous department-based doctoral programs.

The doctoral program outlined in this document is a reflection of two complimentary influences on the previous program: the recommendations of a 2000 Academic Program Review and the desire of the faculty to create a program that is rigorous, cohesive, and accurately reflects the research interests and strengths of our present faculty.

C. Administration and Faculty

The Committee on Graduate Studies in Education (CGSE) is the SOE-level committee that administers all the graduate programs, including the Ph.D. and M.A. program in Education. The committee is composed of five faculty members from the School of Education, a graduate student member selected by the Education Graduate Association, and the Assistant Director of the School of Education who serves as the Graduate Coordinator for the School of Education.

Additionally, a Doctoral Core Committee (DCC) is charged with setting academic expectations and maintaining subject-matter currency within the Doctoral Core courses, insuring subject-matter coordination of the core courses, and assisting in the development, grading, and administration of the Proseminar Assessment (see below). The DCC consists of the instructors of the five core courses (EDUC 805, EDUC 806, EDUC 850, EDUC 852, and EDUC 856), the chair of the CGSE, and the Assistant Director of the SOE (ex officio member). As with other SOE standing committees, the members of the DCC are approved in a manner consistent with the By-laws of the SOE.

Students are admitted to a specialization area within the Ph.D. program, in accordance with their admission application (see II, C below). At the time of admission, all students are assigned a faculty advisor from the specialization area into which they have been admitted. This advisor assists the student in choosing their first year specialization courses, and also assists the student in constructing their Individual Program Plan by the end of the third semester (see IV, B, 3 below) with input from two additional faculty members in the student's specialization area. Students may change faculty advisors upon their written request to do so, and upon the agreement of the new advisor to accept this student as an advisee. It is customary for the student's advisor to become the chair of the student's dissertation committee (see IV, C, 1 below).

Faculty members who teach graduate courses and advise graduate students in the School of Education must have a doctorate or equivalent. In some instances, faculty members with a master's degree and special expertise in an area of Education as a result of concentrated study, employment experience, or service may be recommended for graduate teaching. In such cases, the faculty member must have a record of successful teaching in a specialized area of Education, proven scholarly ability, and the endorsement of the Director of the School of Education.

D. Degrees Offered

The degrees awarded to students who complete this program will be either a Master of Arts in Education, or a Doctor of Philosophy in Education.

Part II. Admission

A. University Policy on Admission

Admission to the graduate program is competitive. Those who meet stated minimum requirements are not guaranteed admission, nor are those who fail to meet all of those requirements necessarily precluded from admission if they offer other appropriate strengths.

B. University Admission Procedures

Applicants must submit all of the following items to the Office of Graduate Studies before admission can be considered:

A completed Admission Application must be submitted no later than February 1 for this program. Admission application forms are available from the Office of Graduate Studies, from the departments, and online (<http://www.udel.edu/admissions/appinfo.html>).

A \$50 nonrefundable application fee must be submitted with the application. Checks must be made payable to the University of Delaware. Applications received without the application fee will not be processed. Foreign students may utilize either a check or an International Postal Money Order to remit payment in U.S. currency.

An official transcript of all previous college records must be sent directly from the institution to the Office of Graduate Studies. Students who have attended the University of Delaware need not supply a transcript from Delaware. Transcripts issued in a language other than English must be accompanied by an official translation into English. If the rank of the student is not displayed on the transcript or diploma, an official letter of explanation and ranking from the institution where the degree was earned is required.

Applicants must submit at least three letters of recommendation.

The Graduate Record Examination (GRE) test scores are required for admission into the Ph.D. Program in Education.

International student applicants must demonstrate a satisfactory level of proficiency in the English language if English is not their first language. The Test of English as a Foreign Language (TOEFL) is offered by the Educational Testing Service in test centers throughout the world. TOEFL scores more than two years old cannot be validated or considered official. International students must be offered admission to the University and provide evidence of adequate financial resources before a student visa will be issued. The University has been authorized under federal law to enroll nonimmigrant alien students. International students are required to purchase the University-sponsored insurance plan or its equivalent.

It is a Delaware State Board of Health Regulation and a University of Delaware mandate that all entering graduate students born after January 1, 1957 give proof of proper immunization for measles, mumps, and rubella. If immunization requirements are not met, the student will not be eligible to register. Specific information may be obtained from the Student Health Service (302) 831-2226.

C. Specific Requirements for Admission into the Ph.D. in Education Program

Admission decisions are made by an admissions sub-committee of the CGSE. Students will be admitted to the program based upon enrollment availability and their ability to meet the following minimum recommended entrance requirements.

- Baccalaureate degree from an accredited college or university.
- An officially reported GRE score. Students are normally expected to have a minimum score of 1050 on math and verbal sections combined.
- An undergraduate GPA of 3.0 or higher.
- An officially reported minimum TOEFL score of 600 (paper-based test) or 250 (computer-based test).

A written statement of goals and objectives, including a statement that clearly identifies the specialization to which the student is applying. There are ten specialization areas: educational policy; cognition, development, and instruction; measurement, statistics, and evaluation; school psychology; special education; literacy and reading; sociocultural and communal approaches to education; mathematics education; science education; and social studies education.

D. Admission Status

Students admitted into the Ph.D. Program in Education may be admitted into one of two categories.

1) Regular. Regular status is offered to students who meet all of the established entrance requirements, who have a record of high scholarship in their fields of specialization, and who have the ability, interest, and maturity necessary for successful study at the graduate level in a degree program.

2) Provisional. Provisional status is offered to students who are seeking admission to the degree program but lack one or more of the specified prerequisites. All provisional requirements must be met within the deadline given before regular status can be granted. Students admitted with provisional status are generally not eligible for assistantships or fellowships. Students who file an application during the final year of undergraduate or current graduate work and are unable to supply complete official transcripts showing the conferral of the degree will be admitted pending conferral of the degree if their records are otherwise satisfactory and complete.

Part III. Degree Requirements for the Master of Arts in Education

A. Course Requirements

The Master of Arts in Education requires 32 credits of graduate-level coursework. The required coursework includes:

Proseminar Courses (EDUC 805, EDUC 806)	8 credits
Research Methods Courses (EDUC 856, EDUC 850, EDUC 852)	9 credits
Colloquium Courses (EDUC 840)	3 credits
Specialization Courses	12 credits

Candidates for the M.A. degree must have regular status and must be in good standing in order to obtain the M.A. degree (i.e., pass all courses, successfully pass the Proseminar Assessment, and maintain a 3.0 gpa.)

A. Articulation Between Master's of Education, **Education Specialist in School Psychology**, and Ph.D. Degree in Education:

Students admitted to this Ph.D. Program may obtain an M.A. in Education or an M.A./Ed.S. in School Psychology as described in the paragraphs below.

1. The M.A. in Education provides a master's degree option for Ph.D. students who want to obtain a master's degree in conjunction with their doctoral degree, or for students who must leave the doctoral program prematurely because of family, health or personal reasons (but not because they are ineligible to continue in the doctoral program). Students will not be admitted directly to the M.A. program, since the program requirements are embedded within the Ph.D. students. Full-time Ph.D. students would normally be expected to complete the requirements for the M.A. degree at the end of their third semester. To obtain the M.A. degree, students submit the completed Application for Advanced Degree to the Office of Graduate Studies by the deadline date stated in the University Calendar for the semester in which they intend to have their degree conferred. After the conferral of the M.A. degree, students continue in the Ph.D. program in G1 status.
2. Students who are admitted to the Ph.D. program with a specialization in School Psychology may obtain M.A. and Education Specialist (Ed.S.) degrees in School Psychology by completing all the coursework required for these two degrees as their specialization coursework within the Ph.D. Program. Full-time Ph.D. students in the school psychology specialization would normally be expected to complete the requirements for the M.A. degree at the end of their fourth semester and requirements for the Ed.S. after completion of their internship year (typically the fifth year). To obtain the M.A. and Ed. S. degrees, students submit the completed Application for Advanced Degree to the Office of Graduate Studies by the deadline date stated in the University Calendar for the semester in which they intend to have their degree conferred.

Part IV. Degree Requirements for the Doctor of Philosophy in Education

A. Course Requirements

The Doctor of Philosophy in Education requires 44 credits of graduate-level coursework and 9 credits of dissertation for a total of 53 credits. The 44 credits of coursework are specified in the Individual Program Plan of study, developed by the student and their advisor, and submitted to the Director's Office of the SOE no later than the end of the third semester in the program. The required coursework includes:

Doctoral Core Courses (17 credits):	
Proseminar Courses (EDUC 805, EDUC 806)	8 credits
Research Methods Courses (EDUC 850, EDUC 852, EDUC 856)	9 credits

Colloquium Coursework (4 credits): EDUC 840 Research Colloquium in Education	4 credits
Specialization Area Coursework (21 credits): Specialization Courses	21 credits
Dissertation Coursework (9 credits): EDUC 969 Doctoral Dissertation	9 credits
TOTAL CREDITS FOR DEGREE: 51	

B. Non-Registered Degree Requirements

1) Examinations:

a. All students in the program are required to successfully pass a Proseminar Assessment (PSA) at the end of their first year in the program. At the end of the fall semester, students take Part 1 of the PSA. This is a formative evaluation based on a task such as a research article critique that students have experienced during the first Proseminar course and the first methodology course. It is assumed that the evaluation is based on a student's independent work. The PSA will be evaluated by the instructors of the Proseminar I, and students will receive extensive written feedback on the strengths and weaknesses of their work, and this feedback is intended to be a helpful benchmark of academic progress for the student.

At the end of the spring semester, students take Part 2 of the PSA, consisting of a task that is similar in structure and difficulty to the formative assessment completed at the end of the first semester, but based on the material learned in the second Proseminar course and the second methodology course. This is a summative evaluation and students whose PSA response is judged to be below the established passing criteria will be allowed a second opportunity to submit a written response. The PSA will be evaluated by the instructors of the spring core courses, the student's advisor, and two other members of the DCC. This revised PSA must be submitted to the evaluating faculty by August 1. Students whose revised PSA fails to meet the established criteria a second time are dismissed from the Ph.D. program.

b. The Specialization Area Exam (SAE). This exam is optional by specialization area, but if required by a specialization, then all students within that specialization must take the exam. The format of the SAE (e.g., oral versus written, take home, half day/full day) is determined by the specialization area faculty, and the format specification of the exam is on file in the SOE Director's Office. The SAE is taken prior to the dissertation proposal defense. Students are allowed two chances to pass the SAE, which is evaluated by the faculty within the student's specialization area.

2) Scholarly Apprenticeship Requirements. As part of their program requirements, all Ph.D. students must submit evidence of the following accomplishments to their specialization area faculty, and a copy of the supporting documentation will be placed in their file in the SOE Graduate Studies Office.

a. Research experience to begin in students' first year and continue throughout the program. The SOE sponsors a yearly Research Forum in which all doctoral students are expected to participate. Others, such as faculty, master's students and undergraduates seeking an honors degree are also invited to participate. All doctoral students participate according to the following schedule: first year students attend other students' presentations; second year students present a poster session; third year students present a paper; fourth year students serve as discussants on third year paper sessions in relevant topic areas.

b. Supervised teaching experience of an undergraduate, or in some cases, master's level course. Students will submit syllabi and course evaluations as evidence of their accomplishment.

c. At least one paper submitted for publication to a peer reviewed journal where the student is at least second author. The submitted article will serve as evidence of their accomplishment.

d. Submission of a dissertation support grant (e.g., AERA/Spencer/CHEP) for their last year of study. A copy of the grant application will serve as evidence of the accomplishment.

e. Presentation at a national conference in the student's area of expertise. A copy of the conference program will serve as evidence of the accomplishment.

3) Individual Program Plan. By the end of the third semester of enrollment, students will write an Individual Program Plan (IPP) that must be approved by an advisory committee composed of the student's advisor and at least two additional faculty members from the student's specialization area. The IPP will include a listing of the courses the student may use to satisfy their specialization area coursework, and it will also outline a timeline of research the student intends to undertake. A copy of this plan is placed on file in the SOE Director's Office.

4) Annual Review. Students complete an Annual Review that highlights their academic progress and accomplishments. Their advisor is responsible for ensuring that the submitted written review is discussed with the student. The SOE Director's Office will maintain the results of the Annual Review.

C. Regulations Governing Dissertations

1) Establishment of Dissertation Committee. The student and his/her advisor will create a dissertation committee at the time the student begins to develop the dissertation proposal. The dissertation committee shall include three University faculty from within the School of Education, and one member from outside of the program. The dissertation advisor must be a member of the SOE faculty. SOE faculty who do not have regular faculty status may co-chair the dissertation committee provided that the other co-chair meets the definition for regular faculty status. Additionally, a professional staff member who holds a secondary faculty appointment within an academic department may serve as a committee member. However, all three within-program committee members must hold the doctoral degree. Faculty who have retired or resigned from the University may maintain committee membership or continue to chair committees of students whose work began under their direction prior to their retirement or departure from the University. Outside committee members shall include individuals not affiliated with the SOE. These may be individuals from outside of the University who are nationally recognized for their expertise in the area of study specified by the dissertation, as well as faculty members from other units on campus. It is the responsibility of the dissertation advisor to replace members who withdraw from the committee during the dissertation process.

2) Defense of the Dissertation Proposal. A copy of the dissertation proposal must be delivered to the members of the dissertation committee at least two weeks in advance of the proposal defense. Prior to the presentation, proposals that involve the use of human subjects must receive approval from the University Institutional Review Board (IRB). Details for creating consent forms and submitting studies for review by the IRB can be obtained from the Office of Research. The dissertation proposal defense will be scheduled only after a majority of members of the dissertation committee have determined that a defense is appropriate.

At the conclusion of the dissertation proposal defense, dissertation committee members will provide clear feedback to the student and will sign the "Advancement to Candidacy Form". A signed copy of this form should be forwarded to the SOE Director's office.

4) Defense of the Dissertation. The format of the dissertation must adhere to guidelines specified in the University's Thesis and Dissertation Manual. The manual is available electronically on the Web at <http://www.udel.edu/gradoffice/current/thesismanual.html>, or it may be purchased at the University Bookstore. The dissertation defense will be scheduled only after the advisor of the dissertation committee has determined that a defense is appropriate.

The dissertation defense will be open to the public, and notices will be sent to all SOE faculty and posted prominently throughout Willard Hall Education Building at least one week prior to the defense date. The candidate will present a summary of the completed research, and will then field questions from the committee, attending faculty, and invited guests. After all questions have been answered, the dissertation committee will meet to decide whether the dissertation is accepted, rejected, or accepted pending revisions. Results of the meeting will then be presented to the student.

5) Processing the Final Document. Three copies of the dissertation must be approved by the chair of the student's advisory committee, the Director of the School of Education, the Dean of the College of Human Services, Education and Public Policy, and the Vice Provost for Academic Programs and Planning. The dissertation is to be signed by the professor in charge of the dissertation and all members of the dissertation committee. A separate abstract and abstract approval page must be submitted with the dissertation. The dissertation must be submitted to the Office of Graduate Studies for approval not later than seven weeks prior to the degree conferral date. The dissertation defense must be completed prior to the submission date and the certification of a successful defense must be submitted to the Office of Graduate Studies. Doctoral dissertations and the extra abstract are sent to University Microfilms Inc., to be microfilmed and thereby made available to libraries and scholars. To accomplish this, each candidate must submit a signed University Microfilms Inc. Doctoral Dissertation Agreement Form to the Graduate Office at the time the dissertation copies are submitted.

The University reserves the right to duplicate a dissertation for distribution to other libraries or for the use of individual scholars. However, the University will not publish a dissertation for general distribution without the written consent of the author. If copyrighting of a dissertation is desired, it may be arranged when the dissertation is submitted to the Office of Graduate Studies. Published works are eligible for copyright protection in the United States if the work is first published in the United States.

D. Residency Requirements

At least four academic years of graduate work are normally required for the Ph.D. degree. At least one continuous academic year must be devoted exclusively to full-time study (9 credit hours per semester) in the major field in residence at the University of Delaware. This residency requirement may be fulfilled using a fall and spring semester combination or a spring and fall semester combination, but summer or winter sessions do not meet the qualification. Course credit earned in a master's program at the University of Delaware may be applied toward the doctoral degree residency requirement if the candidate is receiving both degrees from the University in the same major field.

E. University Requirements and Deadlines for Admission to Doctoral Candidacy

Upon the recommendation of the doctoral student's advisory committee and the Director of the SOE, students may be admitted to candidacy for the Ph.D. degree. The stipulations for admission to doctoral candidacy are that the student has (1) completed all required coursework in their IPP, (2) completed one academic year of full-time graduate study in residence at the University, and (3) had a dissertation proposal accepted by the advisory committee.

The deadline for admission to candidacy for the fall semester is August 31. The deadline for admission to candidacy for the spring semester is January 31. The deadline for admission to candidacy for the summer is April 30. Responsibility for seeing that admission to candidacy is secured at the proper time rests with the student.

F. Registration Requirements Prior to Doctoral Candidacy (G1 Status)

Course registration requirements are determined by the student's approved program of study. Once the student has registered for all course requirements in a program of study but has not yet met all of the stipulations for passing into candidacy, the student must maintain registration during the fall and spring semesters in course(s) or in three to twelve credits of Pre-Candidacy Study (964). Pre-Candidacy Study (964) is graded pass/fail. If the student registered in Pre-Candidacy Study is admitted to candidacy before the end of the free drop/add period of the next semester, the registration in Pre-Candidacy Study (964) for the preceding semester may be changed to the course, Doctoral Dissertation (969). (Students who are classified G1 and are holding a graduate assistantship or tuition scholarship must be registered for a minimum of six graduate credits, and those holding a fellowship must be registered for a minimum of nine graduate credits.)

G. Registration Requirements after Admission to Candidacy (G2 Status)

Once a student has met all of the stipulations for candidacy and becomes classified with G2 status (candidacy), the student is required to register in nine credits of Doctoral Dissertation (969). Students may not register for Doctoral Dissertation (969) until admitted to candidacy (G2 status). Registration in Doctoral Dissertation (969) and Doctoral Sustaining (999) is restricted to students with G2 status. Once the student has registered in nine credits of Doctoral Dissertation, the student is required to maintain matriculation in the doctoral program by registering in Doctoral Sustaining (999) in subsequent semesters until the degree is awarded. All students must be registered in the term in which the degree is officially awarded. Sustaining registration is required in summer or winter session only if the degree is awarded at the conclusion of that term. Students enrolled in sustaining credit are considered full-time students.

Part V. General Information Relevant to Both Master's and Doctoral Degree Candidates

A. Financial Assistance

Financial assistance for students in the Ph.D. program is obtained from a variety of external sources and will therefore vary in form and availability. Assistance will be awarded on a competitive basis to applicants best fitting the needs of the granting agencies and sponsoring faculty. Students receiving full stipends will be expected to work up to 20 hours per week on faculty projects and students are expected to maintain full-time status.

B. Graduate Course Numbering System.

Graduate credit may be earned for courses numbered 600 to 699, 800 to 898, and 900 to 998. (Courses numbered 600 to 699 are graduate-level courses open to qualified, advanced undergraduates by permission of the instructor.) Courses numbered 500 to 599 are graduate courses for the nonspecialist and may not be counted for graduate credit in the student's major. With the approval of the student's advisor, 500-level courses taken outside the student's major department may be applied toward a graduate degree.

C. Application for Advanced Degree.

To initiate the process for degree conferral, candidates must submit an "Application for Advanced Degree" to the Office of Graduate Studies. The application deadlines are February 15 for Spring candidates, May 15 for Summer candidates, and September 15 for Winter candidates. The application must be signed by the candidate's adviser and by the Director or the Assistant Director of the School of Education. There is an application fee of \$35 for master's degree candidates and a \$95 fee for doctoral degree candidates. Payment is required when the application is submitted.

D. Graduate Grade Point Average.

Students must have a minimum overall cumulative grade point average of 3.0 to be eligible for the degree. In addition, the grades in courses applied toward the degree program must equal at least 3.0. All graduate-numbered courses taken with graduate student classification at the University of Delaware are applied to the cumulative index. Credit hours and courses for which the grade is below "C-" do not count toward the degree even though the grade is applied to the overall index. Candidates should see that their instructors have submitted all final grades. Temporary grades of "S" (Satisfactory) are assigned for 868 (Research) and 969 (Doctoral Dissertation) until a final letter grade is submitted upon the completion of the thesis or dissertation.

E. Time Limits for the Completion of Degree Requirements.

Time limits for the completion of degree requirements begin with the date of matriculation and are specifically expressed in the student's letter of admission. The University policy for students entering a master's degree program is ten consecutive semesters to complete the degree requirements. Students completing the requirements for the

master's degree who are subsequently granted permission to continue toward the doctoral degree are given an additional ten consecutive semesters. Students entering a doctoral program with a master's degree are given ten consecutive semesters to complete the requirements. Students entering a doctoral program without a master's degree are given fourteen consecutive semesters to complete the requirements. Students who change their degree plan and have transferred from one degree program to another degree program are given ten consecutive semesters from the beginning of the first year in the latest program.

F. Extension of the Time Limit.

An extension of time limit may be granted for circumstances beyond the student's control. Requests for time extensions must be made in writing and approved by the student's adviser and the Director or Assistant Director of the School of Education. The Director/Assistant Director will forward the request to the Office of Graduate Studies. The Office of Graduate Studies will determine the student's eligibility for a time extension and will notify the student in writing of its decision to grant an extension of time.

G. Sustaining Status for Candidates Pursuing Dissertation Degree Option.

Once a graduate student who is completing a dissertation has completed all required course credits needed for the degree (including nine credits of dissertation [969]) and all other degree requirements except the submission of dissertation, the student is required to maintain his/her matriculation in the degree program during the fall and spring semesters by registering for Doctoral Sustaining (UNIV 999). All students, including sustaining students, are required to be registered in the semester in which the degree is officially awarded. Sustaining registration is required for summer session if the student completes the degree in summer session. (Sustaining registration is never required for winter session, as graduate degrees are not awarded at the conclusion of winter session.)

H. Transfer of Credit Earned as a Continuing Education Student at the University of Delaware.

Students who complete graduate credits with the classification of CEND (Continuing Education Nondegree) at the University of Delaware may use a maximum of 9 graduate credits earned with this classification toward their graduate degree. The CEND credits, grades, and quality points become a part of the student's academic record and grade point average. CEND credit can be transferred provided that: (a) the course was at the 600 or 800 level, (b) the course was taken within the time limit appropriate for the degree, (c) the course was approved by the student's adviser and the Director/Assistant Director of the School of Education, and (d) the course was in accord with the student's Individual Program Plan.

I. Transfer of Credit from Another Institution.

Graduate credit earned at another institution will be evaluated at the written request of the student. Such a request should be submitted first to their advisor using a Request for Transfer of Graduate Credit form. A maximum of 9 credits required for the degree will be accepted provided that such credits: (a) were earned with a grade of no less than B-, (b) are approved by the student's adviser and the Director/Assistant Director of the School of Education, (c) are in accord with the student's IPP, (d) are not older than five years, and (e) were completed at an accredited college or university. The credits, but not the grades or quality points, are transferable to University of Delaware graduate records. Graduate courses counted toward a degree received elsewhere may not be used. Credits earned at another institution while the student was classified as a continuing education student at that institution are not eligible to be transferred to one's graduate degree at the University of Delaware. Credits from institutions outside of the United States are generally not transferable to the University of Delaware.

J. Transfer of Credit from the Undergraduate Division at the University of Delaware.

Students who wish to transfer credits from their undergraduate record to their graduate record may transfer a limited number by arranging with the department to have these courses approved by their instructors before the courses are taken. These courses must be at the 600-level, and the student must perform at the graduate level. They must be in excess of the total required for the baccalaureate degree, must have grades of no less than B-, and must not be older than five years. The credits, grades, and quality points will transfer.

Ph.D. in Education Suggested Student Schedule

Fall		Spring	
Proseminar I (EDUC 805)	4 cr.	Proseminar II (EDUC 806)	4 cr.
Intro to Stat. Inf. (EDUC 856)	3 cr.	Qualitat. Res. Mthds. (EDUC 850)	3 cr.
Specialization Course	3 cr.	Specialization Course	3 cr.
Colloquium (EDUC 840)	1 cr.	Colloquium (EDUC 840)	1 cr.

Fall		Spring	
Crit/Interp Res. Mthds. (EDUC852)	3 cr.	Specialization Course	3 cr.
Specialization Course	3 cr.	Specialization Course	3 cr.
Supervised Research or other coursework in IPP*	3 cr.	Supervised Research or other coursework in IPP	3 cr.
Colloquium (EDUC 840)	1 cr.	Colloquium (EDUC 840)	1 cr.

Fall		Spring	
Specialization Course	3 cr.	**Pre-Candidacy (EDUC 964) or	
Supervised Research or other Coursework in IPP	6 cr.	Doctoral Dissertation (EDUC 969)	9 cr.

Fall		Spring	
Pre-Candidacy (EDUC 964) or		Doctoral Dissertation (EDUC 969)	9 cr.
Doctoral Dissertation (EDUC 969)	9 cr.		

*Individual Program Plan, constructed by the student and her/his advisor no later than the end of the third semester in the program.

**A total of 9 credit hours of Doctoral Dissertation (EDUC 969) are required of all students to satisfy degree requirements. After all required program coursework is completed, but before they advance to Candidacy by successfully defending their Dissertation Proposal, students enroll in Pre-Candidacy Study (EDUC 964). Graduate students are required to be registered for courses every semester, including the semester in which their degree is conferred, unless they are on an approved Leave of Absence.