

## **DSD New Policies 2018**

- 1. Basis for student dismissal from DSD** (approved by CSAW, Nov. 2018)
  - Failure to meet the retention policies for three (3) consecutive semesters
  - AWOL status for 6 consecutive semesters (Maximum LOA is 2 semesters)
  - MRR status (6 years) without passing the QE (for those accepted in 2009 to 2017)
  - Enrolled for three (3) years without passing QE (for those accepted starting 2018)

## **DSD New Policies 2019** (approved by CSAW, March 2019)

### **1. Admissions**

- The application requirements for admission to the DSD Program shall include sample work(s) of the applicant. This can help the DSD Committee determine the readiness of the applicant for the doctoral program.

### **2. Qualifying exam**

- QE should be taken within the first (3) years of the DSD student's enrollment beginning AY 2018-2019. For meritorious cases, SD 398 and SS 201 can be taken by the student (on a probationary basis) before taking the QE.
- The average rating from the three QE committee members shall be considered the final overall rating for the student.

### **3. Comprehensive Exam**

- The average rating from the three comprehensive committee members shall be considered the final rating for each day, as well as for the overall rating.
- If a student gets 1 low pass (for the 3-day exam), he/she may undergo an oral or a written make-up exam – the scope and schedule of which shall be decided on by the exam committee. The make-up exam should be taken within one year after the 1<sup>st</sup> exam.
- If a student gets 2 low pass ratings (for the 3-day exam), he/she shall take a removal exam for the specific days wherein the low pass ratings were given. The removal exam must be taken within one year from the 1<sup>st</sup> exam.
- If the student gets 3 low pass ratings (for the 3-day exam), he/she shall take a removal exam for the days specified by the exam committee. The removal exam must be taken within one year after the 1<sup>st</sup> exam.
- Failure to pass the make-up exam means a student has to re-take the specific day exam or the entire 3-day exam as recommended by the exam committee.

- If a student gets 1 fail rating (for the 3-day exam), he/she shall re-take that specific exam within one year after the 1<sup>st</sup> exam.
- If a student gets 2 or 3 fail ratings (for the 3-day exam), he/she shall re-take the entire 3-day exam within one year after the 1<sup>st</sup> exam.
- A student must pass the re-take exam on the 2<sup>nd</sup> try. If not, he/she shall be dismissed from the program.

#### **4. Dissertation**

- New dissertation students shall present their proposal research topic to the DSD panel for approval. Upon approval of the dissertation topic, a dissertation adviser shall be assigned to each student.
- Those who will change their approved dissertation topic need to undergo another topic presentation for the new topics to be approved by the DSD panel. Change of adviser may also be recommended.
- Those who will re-enroll in SD 400-1 shall be asked by the DSD Committee to undergo another topic presentation and possible re-assignment of dissertation adviser, upon consultation with the previously assigned adviser.

#### **5. Academic Excellence Award**

- The Academic Excellence Award shall be given DSD students who got a GWA of 1.25 or better and who have completed the DSD within six years, both for CSWCD and non-CSWCD graduates. (The 6-year Maximum Residency Rule (MRR) applies to DSD students.)