

## **STUDENT INITIATED DEGREE PROGRAM REQUIREMENTS**

Also referred to as the SIDP or IIDP

Student Initiated Degree Programs provide students with the opportunity to combine studies from two Ph.D programs, which will lead to a single Ph.D. citation. It should be noted that because of the depth and breadth of study inherent to these programs, only those students whose performance is considered to be strong academically should be encouraged to apply.

The following conditions apply to the Student Initiated Doctoral Program:

1. Students who are admitted to and enrolled in formally approved Rackham Interdepartmental Degree Programs (IDP) do not qualify to participate in student initiated degree programs.
2. The request for a Student Initiated Degree Program should be submitted after the student has been admitted to a regularly approved Rackham program and completed at least one term of course work.
3. All paperwork must be submitted the semester before a student plans to become a candidate. NOTE: If a student is currently a candidate they will return to pre-candidate status once the Student Initiated Doctoral Program is approved. To return to candidate status both programs must recommend the student for Candidacy and sign the Recommendation for Candidacy Form.
4. The Graduate Chair from each department should assist the student in developing his or her Degree Program.

The Role of Advisors:

Advisors help students to understand the goals for the program and the nature of the milestones to degree completion. Students working in degree programs will rely on advisors who understand how the requirements in both fields fit together.

Advisors are responsible, in particular, for:

- a.) supervising student's Pre-Candidacy work, including recommendations for any changes that may be desired in the specifications for the student's degree program;
- b.) conducting preliminary examinations, specifically determining the nature of the examinations (or a examination) and how the prelim(s) will examine the student's proficiency in each area; and
- c.) recommending the student for Candidacy with both programs recommending and signing the Recommendation for Candidacy Form.

The Role of the Dissertation Committee:

The Dissertation Committee is charged with the supervision of a Candidate's dissertation activities. The entire Committee is intended to be a resource upon which the Candidate may draw throughout the period of the dissertation-oriented research. It is highly recommended that after achieving Candidacy, and with the advice of the Committee Chair, students should form a Dissertation Committee. It is recommended that the membership of the Dissertation Committee be submitted to the Graduate School for approval at least six months prior to the student's oral defense. Guidelines for the Dissertation Committee are available on the website at: <http://www.rackham.umich.edu/OARD/pdf/disscommitteeguidelines.pdf>. A minimum of two faculty members from each program is required. Co-chairs and a Cognate member are not required.

## STUDENT INITIATED DEGREE PROGRAM INSTRUCTIONS

### Section I

**Statement of Purpose:** This should be a thoughtful one or two page description of the program of study that you are proposing, how it will benefit you, and why it is not possible for you to acquire the desired educational background in your existing program alone. **Attach this statement to the Application Form.**

### Section II

#### A. Program Specifications for Doctoral Degree Programs

Please attach copies of current departmental brochures that describe the requirements for *each* program.

#### B. Courses Required:

For doctoral students there are no specific Rackham course requirements other than the minimum 18 credit hours of coursework-in-residence (including 4 hours of cognate coursework), but the proposed program of study should reflect the majority of the requirements of each participating department. Please list the courses that you have taken or plan to take that will satisfy these requirements. If the course list is incomplete, the Request Form will have to be returned to you, which will delay the review and approval process.

#### C. & D. Work Experience and Foreign Language Requirement(s):

If either or both of the departments of your proposed program have work experience and/or foreign language requirements, be sure to state them and explain what you and your advisors have agreed will satisfy these requirements for your Degree Program.

#### E. & F. Qualifying and Preliminary Examinations:

Not all departments require qualifying exams. If either or both of your proposed departments do, explain the nature of the exam(s) you will take to fulfill this requirement. All departments require preliminary exams. Specify whether or not you will be subject to any or all of the standard doctoral preliminary examinations of both departments or if you will be subject to a preliminary examination prepared and administered by your advisors (or your Dissertation Committee if one has been appointed). Briefly describe the nature of the exam(s) you will take to satisfy this requirement.

#### G. Waiver or Exceptions:

Specify in full detail any waivers of requirements or exceptions made from each program.

It is not intended that the specifications on the Request Form are to be completely rigid. However, any modification in these specifications should be explained in writing to the Graduate School, and should have the approval of the student's advisors (or the Dissertation Committee if one has been appointed) and the Graduate Chair of each department

## APPLICATION CHECKLIST

**Please submit the following documents:**

- Application Form to outline course requirements, foreign languages required, qualifying and/or preliminary examinations;
- Personal statement;
- Copies of departmental brochures describing the requirements for each program; and
- Decision Form with all required signatures.

**STUDENT SERVICES: ACADEMIC RECORDS & DISSERTATIONS**

915 E. Washington Street • 0120 Rackham Building • Ann Arbor, MI 48109-1070

734-763-0171 • Fax: 734-936-1809

E-mail: oard.questions@umich.edu • www.rackham.umich.edu/OARD

**STUDENT INITIATED DEGREE PROGRAM APPLICATION AND DECISION FORM****Also referred to as the SIDP or IIDP**

Please fill form out completely and refer to the instructions to verify that you are submitting all required documents. A form that is not completely filled out will be returned to you and the review and approval process will be delayed.

**Student Name:** \_\_\_\_\_ **Student ID Number:** \_\_\_\_\_

**Student Address:** \_\_\_\_\_ **Email/Phone:** \_\_\_\_\_

**Citizenship:** U.S. Citizen \_\_\_\_\_ U.S. Permanent Resident \_\_\_\_\_ Perm. Res. Reg. No.: A \_\_\_\_\_

Non-U.S. Citizen \_\_\_\_\_ Country of Citizenship, if not U.S. \_\_\_\_\_ Visa: \_\_\_\_\_

**Current Ph.D Program:** \_\_\_\_\_

**Proposed New Ph.D Program:** \_\_\_\_\_

**Term of Proposed Enrollment (write year after correct term):** \_\_\_\_\_ **Numeric Code:** 00512

Fall 20 \_\_\_\_\_ Winter 20 \_\_\_\_\_ Spring Half 20 \_\_\_\_\_ Spring/Summer 20 \_\_\_\_\_ Summer Half 20 \_\_\_\_\_

**Candidacy Status:** Pre-Candidate \_\_\_\_\_ Candidate \_\_\_\_\_

**\*\*If you are a candidate, by signing this form you are acknowledging that you are aware that you will be taken back to pre-candidacy status once the processing of this application is completed.**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Section I

**Statement of Purpose:** On a separate sheet of paper, explain your desire for a student initiated degree program. Include reasons why your program could not be carried out within an existing degree program in the Graduate School.

## Section II

**Program Specifications:**

**A.** Attach copies of current departmental brochures that describe the requirements for **both** programs.

**B..** Courses Required: List all courses that you have taken or plan to take that will satisfy the requirements of both programs.

DEPARTMENT	COURSE NUMBER	CREDIT HOURS	TITLE	SEMESTER & YEAR TAKEN
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____



**E. Qualifying Examination(s)** (If either or both of your programs require this exam, specify how you plan to satisfy the requirement.)

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**F. Preliminary Examination(s)** (Specify, *in full detail*, the preliminary examination requirements for each program and describe how these will be satisfied for your combined degree program)

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**G. Waiver or Exceptions** (Specify, *in full detail*, any waivers of requirements or exceptions made to program)

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**DECISION FORM FOR STUDENT INITIATED COMBINED DEGREE PROGRAM**

**Section I. Approval of Program for** \_\_\_\_\_  
*Student's Name and U of M ID Number*

Secure approval of the program specifications from *faculty advisors* in both departments who assisted in the development of the Student Initiated Combined Degree.

Graduate Program	Advisors Name (Print)	Advisor's Signature
#1 _____	_____	_____
#2 _____	_____	_____

**Section II. Admission to Graduate Programs**

Secure approval of admission to the degree program in each department from *the Graduate Chair*, on the basis of the program specifications as outlined in the request for the Student Initiated Combined Degree.

Graduate Program	Graduate Chair's Name (Print)	Graduate Chair's Signature
#1 _____	_____	_____
#2 _____	_____	_____

**Section III. Approval by the Graduate School**

Submit all documents to the Graduate School for approval.

\_\_\_\_\_

Dean or designate signature
Date