Dissertation Process

After the approval of your dissertation committee by the Graduate Dean, you may begin developing your dissertation proposal. The process is an iterative one involving you, your chair and the committee members assessing the quality of your drafts against the appropriate rubrics.

Step 1. The student writes a draft of the first chapter with reference to the characteristics described in the appropriate rubric.

Step 2. The student assesses the quality of her/his work in terms of the rubric quality categories.

Step 3. When the student judges the chapter one draft to be approvable, the student will send the draft to her/his chairperson.

Step 4. The chair assesses the chapter one draft against the rubric quality categories.  If the draft needs further work, the chair will return the draft to the student for revision.

Step 5. If is the draft is found to be approvable, the chair will forward the draft to the committee members for their assessment.

Step 6. If the committee feels the draft needs further development, the committee will return the draft to the chair, who will return the draft to the student for further revision.

Step 7. If the committee agrees that the draft is approvable, their evaluation will be communicated to the chair.

Step 8. The chair will then advise the student that she/he may begin working on chapter 2. The developmental process for chapter 2 will follow the same eight steps described above.

Step 9. When both chapters have been unanimously approved by the chair and the committee members, the student will submit the Schedule Form for the Dissertation Proposal Defense and an electronic copy of the Dissertation Proposal to the Doctoral Program Coordinator.

Step 10. The Doctoral Program Coordinator will assign a Graduate Representative to attend the Dissertation Proposal Defense, and the Doctoral Program Coordinator will send a copy of the Dissertation Proposal to the assigned Graduate Representative no later than one week prior to the date of the Dissertation Proposal Defense.

Step 11. After a successful defense, IRB approval of the study will be obtained.

Step 12. The student will submit the Dissertation Proposal Packet including the IRB approval, and the Dissertation Proposal to the Office of Thesis and Dissertation Services for final approval.

**No data can be collected until final approval of the proposal is given by the Graduate Dean.**