

**PH.D. STUDENT  
FLOWCHART**

**DOCTORAL PROGRAM OF STUDY**

The student is admitted to the School of Business Administration Ph.D. Program.

The student plans a Program of Study in consultation with advisors in chosen major and minor fields, and has the Program of Study approved by the Ph.D. Program Committee.

The student presents a research paper by the end of his/her third semester.

The student completes coursework and fulfills the UWM residency requirement.



**DOCTORAL PRELIMINARY EXAMINATIONS**

The student submits an application to the Graduate School to take the doctoral preliminary examinations.

The student's file is reviewed. If the student has met all the eligibility requirements (fulfilled the UWM residency requirement, fulfilled all coursework requirements, has an approved Program of Study on file, has met grade point average requirements, and has no outstanding incompletes), the School of Business Administration schedules the examinations and returns the application to the Graduate School, requesting a warrant for the examinations.

The Graduate School issues the warrant to the School of Business Administration.

The student takes the examinations. The School of Business Administration returns the warrant to the Graduate School, with examination results. If the student passed the examinations, the Graduate School sends a Ph.D.-candidacy confirmation letter to the student and the School of Business Administration, formally recognizing the student as "Candidate for the Doctoral Degree."



**DOCTORAL DISSERTATOR STATUS**

The student submits an application for doctoral dissertator status.

This is done after successfully completing all coursework required by the program of study, successfully completing the doctoral preliminary examination, and having decided on a dissertation topic. The student will be required to submit a brief summary of his/her dissertation topic to the Graduate School along with the application.



## **DISSERTATION PROPOSAL**

The student submits a Doctoral Dissertation Proposal Hearing form to the Graduate School to apply for Doctoral Dissertator Status after completing all coursework and establishing a dissertation topic.

The dissertation proposal must be approved by the student's doctoral committee, three qualified faculty members who review and authorize a formal presentation of the proposal. Committee approval establishes agreement on your chosen research and indicates that the student has adequate preparation to complete the research.

The student then presents an oral dissertation proposal at an open meeting and obtains the signatures of the three qualified faculty willing to serve on his/her dissertation committee. The proposal form is submitted to the graduate school. The student also submits to the Ph.D. Program Committee for approval a dissertation plan with the signatures of the faculty members who have agreed to serve as dissertation committee members.



## **DISSERTATION DEFENSE/GRADUATION PROCEDURES**

The student completes the dissertation to the satisfaction of the Dissertation Committee.

The student applies for graduation to the Graduate School.

The Graduate School reviews the student's file. If the student has met all eligibility requirements (has a 3.000 grade point average, has passed the comprehensive preliminary examination, and has no outstanding incompletes), the Graduate School sends the application to the School of Business Administration. If the student does not meet these eligibility requirements, he/she and the School of Business Administration are notified.

The School of Business Administration nominates the dissertation committee and final oral examination (dissertation defense) committee members and returns the application, requesting a warrant for the final oral examination (dissertation defense).

The student submits a copy of the dissertation to the Graduate School for review four weeks prior to the final oral examination (dissertation defense). The Graduate School checks to see that the proper format has been followed.

The Graduate School checks the final examination committee members, and issues a warrant for the final oral examination (dissertation defense) to the School of Business Administration.

The student takes the final oral examination (dissertation defense). The School of Business Administration returns the warrant to the Graduate School with results.

If the student passes the final oral examination (dissertation defense), he/she submits the original dissertation plus one copy to the Graduate School.

The student is given his or her diploma at graduation ceremony and cheered by all.