

Classics Ph.D. Worksheet

Name: _____

Student Number: _____

14. Ph.D. Residency Requirement: has student completed in 18 month period at MU (a) two nine-hour semesters or (b) three six-hour semesters? _____

15. Doctoral Program Committee (Comprehensive Examination):

Name of Committee Member	Role on Committee	Department
	Chair/Advisor	
	Member	
	Member	
	Member	
	Outside Member	

16. Comprehensive Examination:

Expected Examination Date	D-1 Form Submitted?	D-2 Form Submitted?	Coursework finished?

Area of Concentration (or Minor Field) Exemption:

Type of Exemption:	Condition(s)	DPC Approval?
Extra Course Work	min. 6 hrs beyond required 12 in area of concentration or minor field (3 hrs at seminar level recommended)	
Portfolio	portfolio of papers in area of concentration or minor field (in addition to the required Classics portfolio)	
Ancient Studies	24 hrs of approved course work in 2 related depts. with at least one 8000-9000 level course in each dept	

Examination Date	Pass	Fail
1 st attempt:		
2 nd attempt:		

17. Doctoral Program Committee (Dissertation):*

Name of Committee Member	Role on Committee	Department
	Chair/Advisor	
	Member	
	Member	
	Member	
	Outside Member	

*Required only if DPC (Dissertation) is different from DPC (Comprehensive Examination). If so, also submit "Change of Committee" form to Graduate School.

18. Ph.D. Dissertation:

Title/Topic	Expected Finish Date	D-3 Form Submitted?	DPC Approval of Topic?

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19. Fixed Deadlines of Requirements:

Fall Semester: First Year (First year of M.A. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Classics 7000: Introduction to Graduate Study	End of semester	

Spring Semester: First Year (First Year of M.A. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Graduate Student Progress System (GSPS) Annual Review	End of semester	
• Annual CV Update to DGS	End of semester	

Fall Semester: Second Year (Second Year of M.A. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• M-1 Form (“Plan of Study”)	Beginning of semester	
• M-2 Form (“Request for Thesis Committee”), if applicable	Beginning of semester	
• Foreign Language Requirement: 1 st language	Beginning of semester	

Spring Semester: Second Year (Second Year of M.A. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Online Application for Completion of Degrees, Certificates, and Minors (if applicable)	Beginning of semester	
• Formation of M.A. Final (Oral) Examination Committee (if thesis option is not chosen)	Beginning of semester	
• Draft of M.A. Thesis	2 months before Final Draft due	
• Greek & Latin Ph.D. Qualifying Examinations Passed (for dept. M.A.s)	Before M.A. Final (Oral) Exam	
• M.A. Final (Oral) Examination	Friday before end of classes	
• M-3 Form (“Report of Master’s Examining Committee”)	Friday before end of classes	
• Grades from Incompletes and Previous Semesters due	Friday before end of classes	
• Submission of Final Draft of M.A. Thesis to Graduate School	Friday after end of classes	

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• Graduate Student Progress System (GSPS) Annual Review	End of semester	
• Annual CV Update to DGS	End of semester	
• Submission of “Change of Degree” form to Graduate School	End of semester	

Fall Semester: Third Year (First Year of Ph.D. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Formation of Doctoral Program Committee	End of semester	

Spring Semester: Third Year (First Year of Ph.D. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Greek & Latin Ph.D. Qualifying Examinations Passed (for non-dept. M.A.s)	Before submission of D-1 Form	
• D-1 Form (“Qualifying Examination Results and Doctoral Committee Approval”)	End of semester	
• Graduate Student Progress System (GSPS) Annual Review	End of semester	
• Annual CV Update to DGS	End of semester	

Fall Semester: Fourth Year (Second Year of Ph.D. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Foreign Language Requirement: 2 nd language	Beginning of semester	
• D-2 Form (“Plan of Study”)	End of semester	

Spring Semester: Fourth Year (Second Year of Ph.D. Study)

Requirement	Date due or to be completed by	Submitted and/or completed?
• Graduate Student Progress System (GSPS) Annual Review*	End of semester	
• Annual CV Update to DGS*	End of semester	

*To be submitted at the end of every academic year hereafter.

20. Non-Fixed Deadlines of Requirements:

Requirement	Date due or to be completed by	Submitted and/or completed?
<ul style="list-style-type: none"> • Comprehensive Examination: Written 	During/soon after final semester of coursework	
<ul style="list-style-type: none"> • Comprehensive Examination: Oral 	Within 1 month of Comp. Exam: Written	
<ul style="list-style-type: none"> • D-3 Form (“Doctoral Comprehensive Examination Results”) 	Within 30 days of completion of Comp. Exam: Oral	
<ul style="list-style-type: none"> • Meeting with DPC to obtain approval for dissertation topic 	Within 1 month of completion of Comp. Exam, or at beginning of Fall semester (if exam is taken in May)	
<ul style="list-style-type: none"> • Classics 9090: Dissertation Research (Fall: min. 2 credit hrs; Spring: min. 2 credit hrs; Summer: min. 1 credit hr) 	Continuous registration until completion of Ph.D.	
<ul style="list-style-type: none"> • Online Application for Completion of Degrees, Certificates, and Minors 	Beginning of final semester of dissertation work	
<ul style="list-style-type: none"> • Final Oral Examination (Dissertation Defense) 	At least 7 months after Comp. Exam completed	
<ul style="list-style-type: none"> • D-4 Form (“Report of the Dissertation Defense”) 	Upon completion of Final (Oral) Examination	
<ul style="list-style-type: none"> • Completion of Ph.D. degree 	Within 5 years of completion of Comp. Exam	

