

October 3, 2008

Requirements and instructions for PhD students wanting to obtain a masters degree

Doctoral students are eligible to obtain a transitional MS degree if leaving the doctoral program or earn an MS degree while progressing toward the completion of the doctorate. Requirements for each situation:

Leaving the PhD program:

Coursework Requirement: Satisfactory completion of all the PhD core courses (30-31 credits for those admitted in 2007; 36 for earlier cohorts), plus other elective and/or supporting area coursework to total 46 credits.

Plan B Project Requirement Options: Write and defend a Plan B paper (theoretical or empirical) **OR** pass the written prelims (2 prelims for students entering Fall 2007 or later or who opted-in to the new PhD curriculum; 3 prelims for students admitted prior to Fall 2007).

Continuing the PhD program:

Coursework Requirement: Satisfactory completion of all the PhD core courses (30-31 for those admitted 2007; 36 for earlier cohorts), plus other elective and/or supporting area coursework to total 46 credits.

Plan B Project Requirement Options: Write and defend a Plan B paper (theoretical or empirical) **AND** pass the written prelims (2 prelims for students entering Fall 2007 or later or who opted-in to the new PhD curriculum; 3 prelims for students admitted prior to Fall 2007).

Both options require:

- Plan B paper (This may include the proposal from PubH 8830-31, completed written prelim exams, the dissertation proposal and defense, or another Plan B project option as described in the HSRP&A Student Guidebook, 2008-2009 edition, pages 23-28.)
- An examining committee of 3 members (See page 22 in the HSRP&A Student Guidebook, 2008-2009 edition for information about MS committee membership).
- Oral exam (Based on option used for the Plan B Paper)
- Submit required Graduate School forms

Filing Required Graduate School Forms:

1) Complete a Degree Program form for the MS degree. You can get a form at the Grad School website at: www.grad.umn.edu. Complete this form, obtain required signatures and submit to the Grad School. (Be sure to let Maureen

review it before delivering it to the Grad School). The Grad School will inform you when the Degree Program has been approved (this will take 3-6 weeks).

2) After the Grad School has approved your MS Degree Program form, request a Graduation Packet from the Grad School website.

Inside the Graduation Packet is a form that has to be signed by your MS committee members to verify that you have passed the MS final exam..

Find the Student Guidebook at: www.hsr.umn.edu

Questions? Contact Maureen Andrew, andre031@umn.edu .