

# **Ph.D. in Communication Sciences and Disorders**

**Emphases in:**

*Audiology*

*Speech-Language Pathology*

*Speech and Hearing Sciences*

STUDENT HANDBOOK

Department of Communication Sciences  
and Disorders



**Ph.D.**  
**in**  
**Communication Sciences and Disorders**

**Emphases in:**  
***Audiology***  
***Speech-Language Pathology***  
***Speech and Hearing Sciences***

**Doctoral Student Handbook**

Date Effective: September 2008

Welcome to James Madison University and the Department of Communication Sciences and Disorders. The information contained in this handbook is intended to help you understand your degree program and the relevant regulations, policies and procedures. The conditions set forth in this document are applicable to all students who begin their doctoral program after August 2007. In addition to this handbook's information, you are also expected to comply with the policies set forth in the Graduate Catalog ([www.jmu.edu/catalog](http://www.jmu.edu/catalog)). This handbook serves as a guide to completing the Ph.D. degree and is a supplemental source of information to current university policy. At the beginning of your program, you will need to read this manual in its entirety, sign the handbook review form in Appendix H, and return it to your adviser who will file it in your student file.

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## Overview of Ph.D. Program

A nationwide shortage of individuals with Ph.D.s in the communication sciences and disorders means that graduates are in high demand. The Ph.D. program is designed to provide graduate students with advanced study in specialized areas of communication sciences and communication disorders. The program provides the independent learning skills and research training that are essential for both academic and research positions in universities and administrative and/or research appointments in healthcare settings, education, and business. Individuals with the Ph.D. degree are seen as leaders in their fields.

Within the Ph.D. program students pursue one of several focused areas:

- Speech-Language Pathology
- Audiology
- Speech and Hearing Sciences

The number of faculty is sufficiently large to have research expertise in diverse areas and to accommodate and support a wide range of student research interests. The Department's many well-equipped research laboratories and the Speech-Language-Hearing Applied Laboratory which provides clinical services to children and adults and clinical education for students, and support the research activities of students and faculty.

The Ph.D. degree signifies that a person has reached the pinnacle of education in his/her discipline. The Ph.D. program is individualized to the specific interests of the student while assuring a rigorous educational experience appropriate to the degree. Thus, students may initiate the Ph.D. program at various stages, including 1) post-baccalaureate, 2) post-masters, and 3) post-Au.D., depending upon their research interests, career goals, and clinical credentialing. Admitted students undertake an individually-designed program emphasizing research tools, research activities, and in-depth exposure to their major area of interest.

The Ph.D. curriculum includes advanced discipline-specific coursework, opportunities for study in related cognate/supporting areas, guided and mentored university teaching and/or clinical supervisory experiences, research and statistics coursework, and guided research partnerships with faculty. The Ph.D. curriculum culminates in one or more research projects, presented in the form of a dissertation (see Dissertation Format options, pg. 11).

Students work closely with fellow graduate students in order to share and examine ideas and with faculty who serve as their academic mentors. In conjunction with their academic mentors, students are encouraged to present their scholarly work at national and international conferences and research symposia and as published journal articles.

## Admissions

Admission to the research Ph.D. program is competitive. While many applicants will possess a master's degree in speech-language pathology or a clinical doctorate in audiology, students from other disciplines are encouraged to apply because the study of human communication, the disorders that affect communication and the sciences that underpin human communication, are multidisciplinary. The Department, in consultation with the prospective student, will determine the program of study for each student. All applicants will be evaluated for acceptance into the doctoral program by a committee of CSD faculty using the following criteria:

1. Grade Point Average (GPA) from both undergraduate and graduate degrees.
2. Graduate Record Examination (GRE) scores administered by the Educational Testing Service.
3. Transcripts from all previous academic institutions.
4. Three written references from individuals familiar with applicant's academic and research potential.
5. Personal statement written by the applicant reviewing reasons for applying to the program, career objectives, and relevant background information (1-2 pages).
6. Personal interview.
7. Availability of departmental resources to provide appropriate mentorship and educational/research experiences for the student.

Students accepted into the Ph.D. program may, with approval of the Department, transfer a maximum of 9 graduate credits toward the degree requirements

## Graduate Assistantships

Several sources of graduate assistantships are available. Assistantships are usually granted on the basis of academic merit and background.

### Available Assistantships

1. Departmental assistantships: Departmental assistantships are positions within the Department that provide students with a tuition reduction and a taxable stipend. The amount of the tuition reduction and the stipend may vary. Students working in Departmental assistantship positions are required to work 20 hours per week within the CSD department. All doctoral students are eligible to apply for Departmental assistantships.
2. Research assistantships: Research assistantships are positions within the Department and vary in amount, depending upon the funding source. Research assistants are expected to fulfill designated duties as stipulated for individual projects. Students do not apply for these

assistantships, but are invited by the principal investigator (PI) depending upon the student's ability to meet the specific requirements of the funded project.

## **Assistantship Policies**

Doctoral assistants are expected to view their positions as a primary commitment and a primary source of income. Graduate assistants must maintain full-time student status (9 or more semester credit hours) throughout the duration of their funded position. Consequently, doctoral assistants are not expected to hold other employment, unless permission is otherwise granted.

Doctoral assistantships are typically awarded for one year (Fall, Spring, and Summer semesters) at a time, although a student may be invited to continue in the position for subsequent years, normally up to 3 years total. Although work related to assistantships typically takes place over a calendar year, payment of the full stipend may occur within an academic year. Students earning a C or lower in a graduate course risk losing their assistantship funding. Awarding of most assistantships for the following academic year is generally concluded by May 1 of the calendar year, although assistantships are sometimes secured within the academic year.

## **Advising**

Student advising occurs through two committees, an **Advisory Committee** and a **Dissertation Committee**. Advising Committees help a student plan his/her course of study and prepare for the qualifying examination until the student's Dissertation Committee is approved. Once the Dissertation Committee is approved, it assumes the role of guiding all aspects of the student's progress through the program, including guidance in planning and conducting the research for and writing the dissertation.

At the time of initial enrollment, each student is assigned an Advisory Committee. This committee typically consists of a minimum of three departmental faculty: one chair and two members. The PhD. Program Coordinator, in conjunction with the coordinator of either or both audiology or speech-language pathology and the Department Head, selects the Advisory Committee members and chair based on the student's expressed academic and/or research interests. Students entering the doctoral program with a known area of interest are encouraged to propose relevant departmental faculty for membership on this committee. In these cases, it is expected that the student will have first discussed this role with those individual faculty before proposing them for committee membership. The purpose of the Advising Committee is to help a student plan his/her program of study. Each student's program of study is developed by the Advisory Committee and student, focusing on the student's expressed research interests, previously completed academic courses, and program expectations. The form for establishing the Advisory Committee is located in Appendix A.

A Ph.D. student's plan outlining the intended Program of Study (Appendices B) should be completed by the end of a student's first semester of full-time study for post-master's or Au.D./Ph.D. tracks, or by the end of the first year of study for post-bachelor's and part-time tracks. The plan should be signed by the student and all members of the Advisory Committee and placed in the student's file, with copies

distributed to the student and committee members. If changes to the plan are agreed upon by the student and Advisory Committee, a new plan should be formulated, filed, and distributed.

### **Changes to Doctoral Advisory Committee Membership**

The outline of the procedure and the forms can kept in the departmental office.

## **Academic Degree Requirements**

As per JMU College of Graduate and Outreach Programs (CGOP) requirements, once students have commenced with their program of study, they are expected to be enrolled continuously throughout their program, unless granted leave by (1) their Advisory or Dissertation Committee, (2) Ph.D. Program Coordinator, (3) the Department Head, and (4) The Dean of the CGOP.

Students must successfully complete certain academic requirements to earn a Ph.D. These requirements include:

- Demonstration of satisfactory progress toward completion of the degree requirements
- Successful completion of two consecutive semesters of residency. Students fulfill the residency requirement by being physically present at James Madison University for two consecutive semesters of full-time course work.
- Satisfactory completion of the qualifying examination, typically taken at the end of all course work.
- Satisfactory completion of a written and orally defended dissertation.

## **Curriculum**

The Ph.D. program affords a time for students to acquire the depth of knowledge, skills, and experiences to empower them to create new knowledge in the field and to become expert researchers, teachers and/or supervisors. Each student's Program of Study is individually tailored to meet the student's interests and represents an agreement between the student and the student's Advisory Committee. All students must pursue an advanced course of study that will include the following components:

- Core coursework:
  - speech and hearing science (CSD 867, Experimental Phonetics, 3 credit hours)
  - methods of measurement in CSD (CSD 805, Methods of Measurement in CSD, 3 credit hours)
  - professional issues and development(CSD 806, 807, Ph.D. Professional Development Seminar I; Ph.D. Professional Development Seminar II, 1 credit each)

- Coursework within the student's major area of emphasis (minimum: 14 credit hours\*)
- Coursework outside the student's major area of emphasis (minimum: 6 credit hours\*)
- Coursework in statistical methods and research design (minimum: 12 credit hours\*)
- Directed research experience (minimum: 6 credit hours\*)
- Teaching and/or supervision experience (minimum: 2 credit hours\*)
- Dissertation credit (minimum: 9 credit hours\*)

\*These requirements may be partially met for students holding a doctoral degree or concurrently completing another JMU doctoral program.

<b><u>Sample Curriculum for post-Masters:</u></b>	<b><u>Credit Hours</u></b>
Core coursework	8
Major concentration coursework	14
Outside, related coursework	6
Research tools	12
Directed research	6
Teaching/Supervision	2
<u>Dissertation</u>	<u>minimum of 9</u>
<b><i>Total Hours</i></b>	<b><i>57</i></b>

<b><u>Sample Curriculum for post-Bachelor's.:</u></b>	<b><u>Credit Hours</u></b>
Post-Bachelor's coursework (individually determined)	36-44
Core coursework	8
Major concentration coursework	14
Outside, related coursework	6
Research tools	12
Directed research	6
Teaching/Supervision	2
<u>Dissertation</u>	<u>minimum of 9</u>
<b><i>Total Hours</i></b>	<b><i>93-101</i></b>

<b><u>Sample Curriculum for Dual Au.D./Ph.D.:</u></b>	<b><u>Credit Hours</u></b>
Doctor of Audiology requirements (includes 6 credits of dissertation)	103
Core coursework	8
Major concentration coursework	3

Outside, related coursework	6
Research tools	3
Directed research	3
Teaching/Supervision	2
<u>Dissertation</u>	<u>minimum of 5</u>
<b><i>Total Hours</i></b>	<b><i>133</i></b>

<b><u>Sample Curriculum for post Au.D:</u></b>	<b><u>Credit Hours</u></b>
Core coursework	8
Major concentration coursework	3
Outside, related coursework	6
Research tools	3
Directed research	3
Teaching/Supervision	2
<u>Dissertation</u>	<u>minimum of 5</u> (assumes 6 dissertation credits in Au.D.)
<b><i>Total Hours</i></b>	<b><i>30</i></b>

All degree requirements must be completed within 8 years from the time of initial enrollment. This is consistent with CGOP regulations.

## Academic Policy

In the event that a student's performance does not meet the Department's standards, he or she may either be dismissed from the program or be placed on probationary status.

### Program Dismissal

A student will be dismissed from the program if he or she

- Earns an F or
- Three C grades in the graduate program or
- Two C grades in departmental courses or
- Is not continuously enrolled or
- Experiences a second failure on the Qualifying Examination or
- Fails to successfully complete and defend his/her dissertation requirements

### Departmental Probationary Status

A student is placed on probation if:

- A grade of C is earned in any course or
- GPA falls below 3.0.

Departmental probationary status may be removed by the student's Advisory Committee, in consultation with the Ph.D. Program Coordinator.

## Qualifying Examination

### Qualifying Examination

All students, toward the end of their coursework, must pass a qualifying examination to be admitted to doctoral candidacy. The examination format will be structured by the student's Advisory Committee so that this examination best measures the student's progress in doctoral studies, and prepares the student for the final phases of the degree. The Advisory Committee, with input from the student, will determine the content and scope of the topic(s) and how the examination will be divided during the test period. The time for completion of the requirements for the components comprising the qualifying examination will be determined by the Advisory Committee in consultation with the student. All aspects of the Qualifying Examination will be determined by the student and the Advisory Committee no later than the end of the semester prior to the semester in which the examination will occur. The examination will typically require the student to synthesize information from several areas of knowledge.

The examination may include one or more of the following, but is not limited by these examples:

- A written examination consisting of:
  - Examination questions in: Science (speech, language, and/or hearing)
  - Examination questions in the student's major area concentration.
  - Examination questions in related areas of interest.

**or**

- A presentation of scholarly material, which requires one or more written documents and oral presentation(s)

### Qualifying Examination Results

Each student's Advisory Committee and other relevant faculty who write questions for the examination will evaluate the student's performance on the Qualifying Examination. Students receive their results from the Chair of the Advisory Committee within 14 days following the last day of the examination.

Students who fail the Qualifying Examination on the first attempt will be allowed to retake a new examination (in whole or in part) one time, in accordance with the College of Graduate and Outreach Programs regulations. A second failure on the Qualifying Examination results in dismissal from the program in accordance with the College of Graduate and Professional Programs regulations.

### Oral Examination

All Qualifying Examinations will culminate with an Oral Examination. The form of the Oral Examination will be determined by the student's Advisory Committee in consultation with the student. The purpose of the oral examination is to provide students with an opportunity to

demonstrate oral skills as well as to clarify, elaborate, and expand upon written portions of their Qualifying Examination. In the case of a scholarly presentation, the oral presentation will suffice for this portion of the qualifying exam

## Candidacy

Following successful completion of the Qualifying Examination, the student must complete a Nomination to Candidacy for a Ph.D. Degree form (see Appendix C) and submit the completed form to the Department. The Department will then present the student to the Dean of the College of Graduate and Outreach Programs for admission to Ph.D. candidacy. Upon the Dean's signature, the student is considered a doctoral candidate.

## Dissertation

All Ph.D. candidates must complete a dissertation. A dissertation is an original independent research project that culminates in a scholarly analysis, interpretation and presentation. The dissertation is expected to be of sufficient quality to warrant publication and professional presentation. Prior to starting the dissertation process the student MUST carefully read the information manual on dissertation preparation on the College of Graduate and Outreach Programs website.

<http://www.jmu.edu/cgop/current>

### Dissertation Committee

As soon as students know the direction of their dissertation research, they will each select a professor who will agree to direct the dissertation research and chair the Dissertation Committee. The Chair and the student then recommend members of the Dissertation Committee to the Ph.D. Program Coordinator, the Department Head, and Dean of the College of Graduate and Outreach Programs (see Appendix D). The Dissertation Committee shall consist of a minimum of two departmental faculty (i.e., committee Chair plus one member) and one faculty member who shall be external to the CSD department, with other members (i.e., faculty in or out of the CSD department) selected based on the dissertation topic and faculty expertise. Advisory members (i.e. individuals with particular expertise who do not hold an academic appointment) may be appointed as non-voting members of a Dissertation Committee. The final composition of the Dissertation Committee must be approved by the Department Head, the Ph.D. Program Coordinator, and the Dean of CGOP (See Appendix D). Dissertation committee members may or may not have been members of the student's Advising Committee. Once the Dissertation Committee is officially formed, it replaces the student's Advisory Committee.

Doctoral students who do research involving human or animal subjects are responsible for obtaining permission of the University's human or animal subjects committee on the Institutional Review Board (IRB) before beginning their research. IRB approval may be sought prior to approval of the prospectus, but definitely before collection of data. Doctoral students who use clinic populations in their research must involve the relevant supervisors and the Director of Clinical Education in their planning at an early stage. While clinical research has a high priority in the Department, protection

of client confidentiality and obtaining client permission are prerequisites for involving this population in research studies.

## **Changes to Dissertation Committee Membership**

The outline of the procedure and forms are located in the departmental office.

## **Prospectus**

Before the end of the second year of coursework, students typically conduct pilot research through independent studies (e.g., directed studies/directed research) in preparation for writing a dissertation prospectus. A prospectus is a dissertation proposal that presents to the Dissertation Committee the research project the student intends on conducting for the dissertation.

The prospectus is written under the guidance of the Dissertation Committee Chair with input from the Dissertation Committee. The prospectus must be orally presented to the Dissertation Committee (and to interested members of the JMU and other academic communities). At least two weeks before the planned date of the oral prospectus defense, a student must submit a complete copy of the dissertation prospectus to each member of the Dissertation Committee. The time and place of the prospectus defense will be announced and posted in public areas (See Appendix G) around the Department a minimum of one week before the defense date. Following the oral presentation of the prospectus, individuals will be given time to ask questions related to the prospectus (the time-limit for questions will be under the discretion of the Committee Chair). This will be followed by a closed meeting of the committee and student. For final approval of the prospectus, all members of the Dissertation Committee must accept and sign the dissertation prospectus approval form (Appendix E).

## **Dissertation Format**

The format of the dissertation will be determined by the Dissertation Committee with input from the student. The following are the three possible forms the dissertation may take:

- (1) Traditional format - refer to CGOP guidelines
- (2) Manuscript format - the dissertation written to meet publication standards of a targeted professional journal, with an expanded introduction/literature review as an appendix.
- (3) A series of three research papers.

Students may use as their dissertation a minimum of three interconnected research manuscripts. It is expected (though not mandated, dependent upon the recommendations of the student's Dissertation Committee) that these papers will be in manuscript format and sent out for external review (e.g., for publication in a peer-reviewed journal). At a minimum, each paper will go through a peer-review process via the student's Dissertation Committee. The Committee is responsible for approving the papers as a combined project representing the dissertation requirement. The dissertation itself will contain an introduction and review of the literature which

conceptually links the studies, the studies themselves (exactly as they have been prepared for publication), and a conclusion which pulls the results together in a broader theoretical framework.

### **Oral Defense**

At least two weeks before the planned date of the oral defense, a student must submit a complete copy of the dissertation to each member of the Dissertation Committee

The Dissertation Committee reads the written dissertation and conducts the final oral examination of the dissertation, under the direction of the Chair of the Committee. The time and place of the oral defense will be posted around the department at least two weeks before the defense date (Appendix H). Dissertation defenses are open to all academic faculty and graduate students in the JMU community. Faculty and students outside the Department of Communication Sciences and Disorders must give prior notification of attendance to the Chair of the Dissertation Committee so appropriate arrangements can be made. The Dissertation Committee, directed by the committee Chair, will conduct the oral defense and decide all procedural and logistic matters. Following the presentation, individuals will be given time to ask questions related to the dissertation (the time-limit for questions will be under the discretion of the committee chair). This will be followed by a closed meeting of the committee and student. The Dissertation Committee will determine the pass or fail status of the examination. For final approval of the dissertation, a minimum of n-1 members of the Dissertation Committee must accept and sign the dissertation approval form.

### **Oral Defense Results**

Students who successfully complete the oral defense of their dissertation qualify for the Ph.D. degree. In some cases a successful oral defense can occur with recommendations for changes or revisions to the written dissertation. Students who fail the oral defense of the dissertation are provided one additional opportunity for a successful oral defense. Students who fail the second defense are dismissed from the program.

### **Dissertation Submission**

Following successful defense of the dissertation, students submit their dissertation to the University. Students must meet the deadlines imposed by the CGOP to allow sufficient time between the oral defense and submission deadlines for graduation. Dissertations must be approved, signed and submitted to the Graduate School by the dates specified by the Graduate School for graduation in that semester (see calendar of dates on the Graduate School webpage – <http://www.jmu.edu/cgapp/current/calendar.shtml>). Typically the oral defense of the dissertation should take place at least **four weeks** prior to the final dissertation submission deadline.

After a successful oral defense, students must submit final copies of the dissertation that meet all conditions for changes required by the Dissertation Committee and guidelines specified by the College of Graduate and Professional Programs (see CGOP website for specific details). The following copies must be submitted:

- Four unbound copies of the dissertation to the CGOP
- Bound copies for the Department Head and each committee member

## Honor Code

All academic programs at James Madison University adhere to an honor system, which dates back to the first session of 1909-10. The present honor system was adopted by James Madison University students and expects all students to uphold individual and community integrity.

Each student is expected to observe complete honesty in all academic matters and to assume responsibility in cases in which honor is violated. The honor system recognizes that varying punishments should be applied for varying offenses. Penalties for violations of the honor system range from a minimum of one-semester suspension to permanent expulsion from the university. The honor system is administered by a student honor council and every matriculating student becomes a member of the honor system. Cooperation of faculty and administrators is expected.

### The Code

Students shall observe complete honesty in all academic matters. Violations of the Honor Code include, but are not limited to, taking or attempting to take any of the following actions:

1. Using unauthorized materials or receiving unauthorized assistance during an examination or in connection with any work done for academic credit. Unauthorized materials may include, but are not limited to, notes, textbooks, previous examinations, exhibits, experiments, papers or other supplementary items.
2. Falsifying or attempting to falsify any information regarding application status and or any academic matter.
3. Copying information from another student during an examination.
4. Rendering unauthorized assistance to another student by knowingly permitting him or her to see or copy all or a portion of an examination or any work to be submitted for academic credit.
5. Obtaining prior knowledge of examination materials (including by using copies of previously given examinations obtained from files maintained by various groups and organizations) in an unauthorized manner.
6. Selling or giving to another student unauthorized copies of any portion of an examination.
7. Using a commercially prepared paper or research project or submitting for academic credit any work completed by someone else.
8. Falsifying or attempting to falsify class attendance records for oneself, or for someone else, or having another falsify attendance records on your behalf.
9. Falsifying material relating to course registration or grades, either for oneself or for someone else.
10. Falsifying reasons why a student did not attend a required class or take a scheduled examination.
11. Taking an examination in the place of another student.

12. Making unauthorized changes in any reported grade or on an official academic report form.
13. Falsifying scientific or other data submitted for academic credit.
14. Collaborating in an unauthorized manner with one or more other students on an examination or any work submitted for academic credit.
15. Committing the act of plagiarism - the deliberate copying, writing or presenting as one's own the information, ideas or phrasing of another person without proper acknowledgment of the true source.
16. Using computing facilities or library resources in an academically dishonest manner.
17. Falsifying evidence, or intimidating or influencing someone in connection with an honor violation investigation, hearing or appeal.

All students are strongly urged to ask their faculty or staff members to clarify what types of conduct are authorized or unauthorized in each course. Complete information is provided in the Student Handbook and assistance is available from the honor council office (540-568-6383) or the honor council website (<http://www.jmu.edu/honor/index.html>).

# Appendix A

## Ph.D. Student Advisory Committee

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Student's ID number: \_\_\_\_\_

Note: Your signature below indicates that you are willing to serve as Chair of the student's Advisory Committee or serve as a member of the student's Advisory Committee until such time as the committee's membership may be revised or the student's Dissertation Committee is appointed.

\_\_\_\_\_  
Adviser (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Committee Members:

**Committee Members (print)**

**(Sign)**

**(Date)**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Approved:

\_\_\_\_\_  
Ph.D. Program Coordinator

\_\_\_\_\_  
Date

Approved:

\_\_\_\_\_  
CSD Department Head

\_\_\_\_\_  
Date

Once signed, distribute copy to: Student, Committee Chair, Committee Members, Student's File

**Appendix B-1.1**  
**Ph.D. Plan of Study – Post Master’s**  
**Student \_\_\_\_\_**

	Fall	Spring	Summer
Year 1 20_____			
Year 2 20_____			
Year 3 20_____			
Year 4 20_____			

Student’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Chair’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Ph.D. Program Requirements Tracking – Post Master’s****Student:** \_\_\_\_\_

	Credits Min. 57	Sem, Yr. Completed
<b>A. Required Core Coursework</b>		
CSD 867 (3 cr)		
CSD 805 (3 cr)		
CSD 806 (1 cr)		
CSD 807 (1 cr)		
<b>B. Major Area Coursework (min. 14 credits) List Courses</b>		
1.		
2.		
3.		
4.		
5.		
<b>C. Minor Area Coursework (min 6 credits) List Courses</b>		
1.		
2.		
3.		
<b>D. Research Tools (min 12 credits) List Courses</b>		
1.		
2.		
3.		
4.		
<b>E. Directed Research (min. 6 credits) List Courses</b>		
1.		
2.		
3.		
<b>F. Teaching/Supervision (min 2 credits) List Course(s)</b>		
1.		
2.		
<b>G. Dissertation (min. 9 credits) List</b>		
1.		
2.		
3.		
4.		
<b>H. Other Coursework: list</b>		

<b>TOTAL CREDITS</b>		
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**Appendix B-2.1  
Ph.D. Plan of Study – Post Bachelor’s**

**Student:** \_\_\_\_\_

	Fall	Spring	Summer
Year 1 20_____			
Year 2 20_____			
Year 3 20_____			
Year 4 20_____			

Student’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Chair’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member’s  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_





G. Teaching/Supervision (min 2 credits) List Course(s)					
1.					
2.					
H. Dissertation (min. 9 credits) List					
1.	4.				
2.	5.				
3.					
I. Other Coursework: list					
<b>TOTAL CREDITS</b>					

**Appendix B-3.1**

**Ph.D. Program of Study – Dual Au.D./Ph.D.**

**Student:** \_\_\_\_\_

	Fall	Spring	Summer
Year 1 20_____			
Year 2 20_____			
Year 3 20_____			
Year 4 20_____			
Year 5 20_____			
Year 6 20_____			

**Signatures:**

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Committee Chair Date

\_\_\_\_\_  
Committee Member Date

\_\_\_\_\_  
Committee Member Date

\_\_\_\_\_  
Committee Member Date

\_\_\_\_\_  
Committee Member Date



D. Minor Area Coursework (min 6 credits) List Courses					
1.					
2.					
3.					
E. Research Tools (min 3 credits) List Courses					
1.					
2.					
F. Directed Research (min. 3 credits) List Courses					
1.					
2.					
3.					
G. Teaching/Supervision (min 2 credits) List Course(s)					
1.					
2.					
H. Au.D. Dissertation (min. 6 credits) List					
1.	4.				
2.	5.				
3.					
I. Ph.D. Dissertation (min. 5 credits) List					
1.	3.				
2.	4.				
J. Other Coursework: list					
<b>TOTAL CREDITS</b>					

**Appendix B-4.1  
Ph.D. Plan of Study – Post Au.D.**

**Student:** \_\_\_\_\_

	Fall	Spring	Summer
Year 1 20_____			
Year 2 20_____			

Student's  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member's  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Chair's  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member's  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member's  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee Member's  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Ph.D. Program Requirements Tracking – Post Au.D.**

Student: \_\_\_\_\_

	Credits Min. 30	Sem, Yr. Completed
<b>A. Required Core Coursework</b>		
CSD 867 (3 cr)		
CSD 805 (3 cr)		
CSD 806 (1 cr)		
CSD 807 (1 cr)		
<b>B. Major Area Coursework (min. 3 credits) List Courses</b>		
1.		
2.		
3.		
<b>C. Minor Area Coursework (min 6 credits) List Courses</b>		
1.		
2.		
3.		
<b>D. Research Tools (min 3 credits) List Courses</b>		
1.		
2.		
<b>E. Directed Research (min. 3 credits) List Courses</b>		
1.		
2.		
3.		
<b>F. Teaching/Supervision (min 2 credits) List Course(s)</b>		
1.		
2.		
<b>G. Dissertation (min. 5 credits) List</b>		
1.	3.	
2.	4.	
<b>J. Other Coursework: list</b>		
<b>TOTAL CREDITS</b>		

[Type text]

## Appendix C

Ph.D. in  
Communication Sciences and Disorders  
James Madison University

### Nomination to Candidacy for the Ph.D. Degree

Student Name: \_\_\_\_\_

Year Admitted: \_\_\_\_\_

Adviser: \_\_\_\_\_

This student has successfully completed their Ph.D. written and oral qualifying examinations, and should be admitted to candidacy for the Ph.D. degree.

**Qualifying Examinations:** Passed: \_\_\_\_\_ (date) \_\_\_\_\_

Approved:  
Committee Chair: \_\_\_\_\_

Committee member: \_\_\_\_\_

Committee member: \_\_\_\_\_

Committee member: \_\_\_\_\_

Committee member: \_\_\_\_\_

Committee member: \_\_\_\_\_

Approved:  
CSD Department Head: \_\_\_\_\_

Approved:  
Dean, Graduate School: \_\_\_\_\_



### Appendix D

## Approval of a Thesis or Dissertation Committee

Full Legal Name: \_\_\_\_\_

PeopleSoft ID: \_\_\_\_\_ Email Address: \_\_\_\_\_

Anticipated Date of Graduation: Month \_\_\_\_\_ Year \_\_\_\_\_

Program Major: \_\_\_\_\_ Concentration(s) (if any): \_\_\_\_\_

Anticipated Degree:  AUD  Ed.S.  M.A.  M.A.T.  M.B.A.  M.Ed.  M.F.A.  M.M.  M.O.T.

M.P.A.  M.P.A.S.  M.P.H.  M.S.  M.S.Ed.  M.S.N.  Ph.D.  Psy.D.

Project being completed:  Research Project  Thesis  Dissertation  Other

Brief Project Description: \_\_\_\_\_

Adviser: \_\_\_\_\_

(Print name)

Each committee must consist of a chair and two other graduate faculty members. Additional faculty may be included. If a recommended member of the committee is not a graduate faculty member, please indicate his/her area of specialization and qualifications for inclusion. Attach additional sheets if necessary.

Committee Chair: \_\_\_\_\_ Academic Unit: \_\_\_\_\_

(Print name)

Committee (print all names):

Name: \_\_\_\_\_ Academic Unit: \_\_\_\_\_

Graduate Faculty Member?  Yes  No \_\_\_\_\_

Name: \_\_\_\_\_ Academic Unit: \_\_\_\_\_

Graduate Faculty Member?  Yes  No \_\_\_\_\_

Name: \_\_\_\_\_ Academic Unit: \_\_\_\_\_

Graduate Faculty Member?  Yes  No \_\_\_\_\_

Name: \_\_\_\_\_ Academic Unit: \_\_\_\_\_

Graduate Faculty Member?  Yes  No \_\_\_\_\_

Name: \_\_\_\_\_ Academic Unit: \_\_\_\_\_

Graduate Faculty Member?  Yes  No \_\_\_\_\_

### Provide the following signatures for Committee Approval:

Student	Date	Adviser	Date
Thesis/Dissertation Chair	Date	Academic Unit Head	Date
Program Coordinator	Date	Dean of CGOP	Date

[Type text]

## Appendix E Dissertation Prospectus Approval

\_\_\_\_\_  
Student (print)

\_\_\_\_\_  
Date

**Proposed Dissertation Title:**

**Dissertation Prospectus:** Please attach a one- to two-page summary of the proposed research. If the research involves human subjects, animals, biohazards, or radiation, the appropriate committee must approve the research prior to the collection of data.

Note: Your signature below indicates that you have read and approve the attached prospectus and agree to serve on a committee to supervise this research. Please check the box if you are a voting member of the dissertation committee.

			<b>Voting Member</b>
_____ Dissertation Advisor (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>

After receiving approval of the dissertation prospectus, the student must submit the Approval of a Thesis or Dissertation Committee form with all signatures to the College of Graduate and Professional Programs. This form can be found at <http://www.jmu.edu/cgop/current/thesisdissertation.shtml>.

[Type text]

## Dissertation Approval

\_\_\_\_\_  
Student (print)

\_\_\_\_\_  
Date

**Dissertation Title:**

**This student has successfully defended their doctoral dissertation and qualifies for the Ph.D. in Communication Sciences & Disorders.**

Note: Your signature below indicates that you have read and approve the dissertation. Please check the box if you are a voting member of the dissertation committee.

			Voting Member
_____ Dissertation Advisor (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>
_____ Committee Member (print)	_____ Signature	_____ Affiliation	<input type="checkbox"/>

After receiving approval of the dissertation, the student must submit the Approval of a Thesis or Dissertation form with all signatures to the College of Graduate and Professional Programs.

[Type text]

## **PROSPECTUS or DISSERTATION DEFENSE ANNOUNCEMENT**

**STUDENT'S NAME HERE**

**TOPIC NAME/TITLE**

**DATE: XXXXXXXXXXXX**

**TIME: XXXXXXXXXXXX**

**LOCATION: XXXXXXXXXXXX**

**If planning to attend, please contact the Committee Chair (xxxxx) at (Chair's email)**

## Appendix H

Ph.D. in  
Communication Sciences and Disorders  
James Madison University

### Acknowledgement of Handbook Review

Student Copy

I have read the Doctoral Student Handbook for the Ph.D. in Communication Sciences and Disorders in its entirety, and understand the degree requirements and expectations.

---

Name (print)

---

Signature

---

Date

[Type text]

Ph.D. in  
Communication Sciences and Disorders  
James Madison University

**Acknowledgement of Handbook Review**

Department Copy

I have read the Doctoral Student Handbook for the Ph.D. in Communication Sciences and Disorders in its entirety, and understand the degree requirements and expectations.

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

File in student's file when signed