

I. Qualifying Exam (Comp 897)

a. What is the purpose of the Qualifying Exam?

To demonstrate that the student has experience performing supervised research and is ready to conduct independent research. The Qualifying Exam is typically taken at the start of the summer after the Claremont Year.

b. What is the format of this exam?

The examination shall consist of a research project supervised by a Faculty Mentor typically during the first three years of the students PhD. The student will be required to prepare a written account of his/her research work performed (the “Qualifying Exam Report”), and the results of that research, and to give an oral presentation in front of the members of the Doctoral Committee.

c. Who should be present at the presentation?

The oral presentation is presented to the JDP Committee consisting of five (5) faculty members: the Committee Chair, two SDSU/CSRC faculty members, and two CGU faculty members.

d. What other requirements are there for this exam?

- i. **The written report must be received by each member of the JDP Committee and the CSRC Program Director at least two weeks before the scheduled exam.**
- ii. The student must have his/her research project and results written up in a paper submitted for publication at the time of the Qualifying Exam. If a peer-reviewed published or submitted paper is used as part of this report it must be supplemented with a complete description of the work that was performed by the student (rather than co-authors or advisors).
- iii. The appropriate form entitled “Report of the Qualifying Examination for the Degree of Doctoral of Philosophy” (JDP3) must be completed and submitted to the SDSU Graduate and Research Affairs Office and to the Claremont Graduate University.
- iv. **The JDP 3 form must be approved by both universities at least six (6) months prior to the Dissertation Proposal.**

II. Dissertation Proposal (Comp 897)

a. What is the Dissertation Proposal?

The Dissertation Proposal should take the form of a scientific grant proposal to a major funding agency such as the National Science Foundation or National Institutes of Health. The Proposal must describe the research project on which the student’s Doctoral Dissertation will be based. The student will make a presentation based on the Dissertation, highlighting their preliminary results and the work that they will complete. The Dissertation Proposal should be completed in sufficient time to allow the research to be completed, and will describe the research that will be performed. The Dissertation Proposal is typically taken the semester following the qualifying exam.

b. Who should attend the presentation?

All members of the JDP Committee should be present; other faculty members, staff and students of the Computational Science Research Center, and the public, are invited to attend.

- c. **What other requirements are there for the Dissertation Proposal?**
 - i. A copy of the Dissertation Proposal must be received by each member of the JDP Committee and the CSRC Program Director at least two weeks before the scheduled presentation.
 - ii. If the proposal is accepted by the Committee and the Director, the student will be recommended for Advancement to Candidacy for the Doctoral Degree. The appropriate form entitled “Report of the Thesis Proposal and Advancement to Candidacy for the Degree of the Doctor of Philosophy” (JDP 4) must be completed and submitted to the SDSU Graduate and Research Affairs Office and to the Claremont Graduate University.
 - iii. **The JDP 4 form and Advancement to Candidacy must be approved by both universities at least six (6) months prior to the Dissertation Defense.**

III. Dissertation Defense (Comp 899)

- a. **What requirements are there for the Dissertation Defense?**
 - i. Upon completion of the research, the student will prepare the Dissertation in accordance with CGU thesis requirements.
 - ii. A final draft of the Dissertation must be received by each member of the JDP Committee and the CSRC Program Director at least three weeks before the final oral examination.
 - iii. The appropriate form “Report of the Final Examination and Filing of the Dissertation for the Degree of Doctor of Philosophy” (JDP 5) must be completed and submitted to the SDSU Graduate and Research Affairs Office and to the Claremont Graduate University at the time of the defense.
- b. **Commencement Participation**

Students will not be allowed to participate in the Commencement Ceremony until they have completed the Dissertation Defense.

NOTE: It is the responsibility of the student to understand and to follow these guidelines.