Guidelines	Joint Doctoral Program In Computational Science with University of CA, Irvine

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 student is expected to pass the Qualifying Exam **within 3 years of admittance**.

b. **What is the format of this exam?**
This examination shall consist of a term research project supervised by a faculty mentor. The student will be required to prepare a written report of research work performed and its results, and offer an oral presentation before the members of the Doctoral Committee. The student must submit a journal paper manuscript based on their qualifying exam report before giving the oral presentation to 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 Doctoral Advisor (from either UCI or SDSU) and four other faculty members affiliated with the program, two from each campus.

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 Computational Science Program Directors 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 SDSU Graduate and Research Affairs and to University CA, Irvine Graduate Division.
   iv. **The JDP3 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. The Proposal must describe the research project that the student intends to carry out and upon which their 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 Computational Science Program Directors 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 at both campuses. In order to formally advance to candidacy for the Ph.D., students must submit the "Report of the Dissertation Proposal and Advancement to Candidacy for the Degree of Doctoral of Philosophy" (JDP4) form with appropriate signatures at SDSU and the "Ph.D. Form I – Advancement to Candidacy –Ph.D. Degree" form with appropriate signatures at UCI.
  iii. At advancement to doctoral candidacy, all students must include a sixth UCI faculty member on their committee. This faculty member must not be affiliated with the Joint Ph.D. Program in Computational Science, and will serve as the Outside Member. The Outside Member will serve as an unbiased and independent judge of both the quality and fairness of the exam. It is desirable that this individual be familiar with the student's research field.
  iv. At advancement to doctoral candidacy, students with a primary faculty advisor from SDSU must identify a co-advisor from UCI to be listed on the Ph.D. Form I – Advancement to Candidacy – Ph.D. Degree form.
  v. **The JDP4 form and Advancement to Candidacy for the Ph.D. degree must be approved by both universities at least one (1) term prior to the Dissertation Defense.**

III. <u>Dissertation Defense (Comp 899)</u>

a. **What requirements are there for the Dissertation Defense?**
  i. On completion of the research, the student will prepare the Dissertation in accordance with UCI regulations.
  ii. A final draft of the Dissertation must be received by each member of the JDP Committee and the Computational Science Program Directors at least three weeks before the final oral examination.
  iii. The oral defense will be held on the campus of the primary faculty advisor.
  iv. The appropriate form "Report of the Final Examination and Filing of the Dissertation for the Degree of Doctor of Philosophy" (JDP5) shall be submitted at SDSU and the "Ph.D. Form II – Signature Page/Report on Final Examination for the Ph.D." with appropriate signatures at UCI.

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.