UNIV. OF NORTH TEXAS

INFORMATION SCIENCE PHD PROGRAM HANDBOOK

EFFECTIVE SPRING 2022

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Section 1. General Information

1.1 General Information

The Information Science (IS) Ph.D. Program handbook sets forth, in detail, the requirements for the Doctor of Philosophy (Ph.D.) degree offered by the Department of Information Science (IS) of the University of North Texas (UNT). It is the student's responsibility to read and be familiar with the material presented in this handbook. Since the Toulouse Graduate School of the University of North Texas establishes the general requirements for IS Ph.D. Program, a prospective student also should consult the UNT Graduate Catalog. This handbook serves as a guide for doctoral students in Information Science and, as part of our continuous improvement effort, is subject to change.

1.2 Mission, Goals and Objectives

The Doctor of Philosophy program in Information Science provides a center of excellence in graduate education and research.

1.2.2 Goals and Objectives

The goal of the IS Ph.D. Program is to prepare students to contribute to the advancement and evolution of the information society in a variety of roles and settings as administrators, researchers, and educators. The IS Ph.D. Program seeks to:

- Develop scholars who are passionate about the role of information in human affairs.
- Nurture critical and reflective thinking on fundamental issues and problems related to information.
- Promote cross-disciplinary thinking and research that expands expertise in cutting-edge areas of information
- science.
- Instill a commitment to the philosophy, principles, and legal and ethical responsibilities of scholarly and applied
- research.

Section 2. Admissions Process

2.1 Toulouse Graduate School and Information Science Admissions

Admission to the doctoral program in Information Science is a two-step process that includes Toulouse Graduate School and Departmental admission. Visit both the Toulouse Graduate School and the Department of Information Science websites for more information about the admissions process. Please note: Acceptance into the Toulouse Graduate School does not guarantee admission to the Department of Information Science. In addition, students may apply to the traditional format IS Ph.D. offered on the Denton campus or the data science concentration in an executive format offered on the Frisco campus. Students must choose their program format during the application process. Students may not switch programs after being admitted.

2.1.1 UNT Toulouse Graduate School Admission

An application for admission to the University of North Texas is accomplished by submitting the following items to the Toulouse Graduate School:

1. Application for Admission: Submit the ApplyTexas application and complete the graduate or international admission application. (see current UNT Graduate Catalog)
2. Official Transcripts: Submit transcripts showing all previous college or university level work.
3. Demonstrated English Language Proficiency: If applicable, take the Test of English as a Foreign Language (official scores must be to UNT), or complete the non-credit course in English from the UNT Intensive English Language Institute. Please visit the UNT Intensive English Language Institute website for more information.

Submit the above application materials to gradadmission@unt.edu.

2.1.2 Department of Information Science Admission

IS Ph.D. Program applicants must submit the ApplyTexas application to the Toulouse Graduate School at the University of North Texas before submitting the IS Ph.D. Program departmental application. The IS Ph.D. Program has admission requirements in addition to those of the Graduate School. Applicants must submit the following items through their myUNT portal. After applying to the Toulouse Graduate School, they will send log-in information to access the myUNT portal. The portal will contain checklists for both the Toulouse Graduate School and IS Ph.D. Program admissions applications. The completion of both checklists requires applicants to upload requested items. The IS Ph.D. Program requires applicants to upload the required departmental application materials through the checklist. Please see the required departmental application materials below.

1. IS Ph.D. Program Departmental Application
2. Official Graduate Record Examination (GRE) Results: US citizens and international students must submit their official test results. The Electronic Testing Service's school code for the University of North Texas is 6481. The GRE is required for every applicant. There are no exceptions. The GRE scores submitted must be no older than 5 years.
3. Three Recommendations: Applicants must submit recommendations by using the Doctoral Applicant Evaluation Form or submitting letters of recommendation from college professors or professional colleagues familiar with the applicant's academic record from three (3) different persons. A combination of Doctoral Applicant Evaluation Forms and letters of recommendation can be submitted.
4. Personal Statement: The statement should not exceed 500 words, setting forth the applicant's reasons for pursuing doctoral study, personal objectives, and career plans. Applicants are required to propose at least one research topic/area of interest. Multiple factors are considered in the decision process, including the personal statement that all applicants submit. The purpose of the personal statement is to give applicants a chance to present a research problem or question that interests them and to propose how it will be investigated. The IS Ph.D. Program Admission Committee also uses the personal statement to help assess how well an applicant's interests coincide with those of the faculty and can be accommodated within the program. Therefore, applicants should identify faculty members who have similar research interests in the personal statement.
5. Current Curriculum Vitae or Resume
6. Academic Writing Sample: The sample must be an applicant's published paper or a graduate term paper/thesis where the applicant is the sole author.
7. Interview: A telephone or online interview may be scheduled to discuss why the applicant is applying to the IS Ph.D. Program, the applicants' research interests, the purpose of pursuing a Ph.D., the IS faculty the applicant would like to study with, and how their research corresponds with your interests.

2.2 Admissions Decision

The IS Ph.D. Program reviews admissions applications holistically. The holistic review means that the IS Ph.D. Program Admissions Committee reviews each applicant on whether or not the applicant's application materials reflect readiness for Ph.D. level work and research interests that align with our program. Candidates may be interviewed online or via phone by the IS Ph.D. Program Admissions Committee before they are admitted into the program. Applicants who do not have a faculty member interested in working with them as a major professor will be denied admission.

2.2.1 General/ Unconditional Admission

Applicants whose materials indicate readiness for Ph.D. level work, who have research interests aligned with the department, meet all of the admission criteria and are selected in a competitive process by the IS Ph.D. Program Admission Committee will be granted general admission.

2.3 Faculty Major Professor and Committee Members

Admitted students will attend their first advising session and orientation with the IS Ph.D. Program Director. Students will be assigned a major professor or co-major professors upon being admitted to the program. Major professors will complete the draft of the degree plan with the student by the end of the student's first semester of enrollment. The degree plan will be submitted to the IS Ph.D. Program Director and the IS Ph.D. Program Office for review. Other committee designations can be made later in the program, but prior to the Qualifying Examination.

2.3.1 Major Professor Responsibilities

- Monitor the student's progress.
- Notify the IS Ph.D. Program Office about any concerns regarding the student
- Provide advice to the student
- After the student's initial visit with IS Ph.D. Program Director, create, sign, and submit the degree plan draft with the student by the conclusion of the first semester.
- Help the student complete the rest of the committee by the time the student completes 18 credit hours.
- Supervises INFO 6660 (oral and written exam, pre-proposal), proposal defense, dissertation writing, and dissertation defense.
- Host the pre-proposal, proposal and dissertation defense
- Submit a yearly review of the student
- Provide the student with information about the department, college, and university policies and websites
- Remind the student to submit necessary Graduate School forms and paperwork on time
- Work with the student and committee members to ensure that the student sets a date for the public presentation of the oral examination, proposal defense, and dissertation defense.
- Communicate with the student's dissertation committee.
- Collaboratively write at least one paper (published or accepted) with the student
- Provide advice on the research proposal structure, formatting, content, and setting clear expectations for completing the dissertation proposal in a timely manner
- Assist the student with identifying research methods for the completion of the dissertation
- Assist the student with preparing for all defenses.
- Assist the student with completing IRB applications for research
- Guide the student through the data collection and analysis

2.3.2 Committee Member Responsibilities

- Cooperate with the major professor to provide advice to the students through each research phase.
- Participate in INFO 6660 (oral and written exam, pre-proposal), proposal, dissertation writing, and dissertation defense.
- Understand and implement the department, college, and university policies
- Provide advice on the research proposal and dissertation structure, formatting, and content
- Provide subject expertise advice when requested by the chair and student
- Assist the student with identifying research methods for the completion of the dissertation
- Assist the student with preparing for all defenses.
- Guide the chair with guiding the student through the data collection and analysis
- Correspond with the chair to resolve issues related to the student's preproposal, proposal, and dissertation
- Optional: Provide at least one opportunity to collaboratively implement a research project and/or write at least one paper (published or accepted) with the student

2.3.3 Doctoral Student Responsibilities

- Communicate any important issues or concerns to the IS Ph.D. Program Office in a timely manner.
- Seek advising at least two times a year

- Complete, sign, and submit the degree plan with the major professor(s)
- Understand the department, college, and university policies and websites
- Submit paperwork in a timely manner
- Keep the major professor(s) and IS Ph.D. Program Office up-to-date on their enrollment status
- Complete program benchmarks in a timely manner
- Provide written drafts of work and meeting agendas at least five (5) business days in advance
- Facilitate the scheduling of the oral exam and defenses, while following the policies indicated in the IS Ph.D. manual
- Be responsible for finding a date for the public presentation of the oral examination, proposal defense, and dissertation defense when the dissertation committee deems the dissertation ready for defense. The dates must be set in coordination with IS Ph.D. Program Office and accommodate the availability of the committee members.
- Present the oral examination and defenses on campus in Discovery Park
- Provide to the IS Ph.D. Program Office and major professor with the final version of the dissertation
- Make sure that all necessary Graduate School forms and paperwork are filed in a timely manner.
- Collaboratively write or publish with the major professor and/or committee members

2.4 Fellowships, Scholarships, Teaching Assistantships and Research Assistantships

Financial aid in the form of teaching assistantships, teaching fellowships, scholarships, and research assistantships are available but subject to funding availability. Any questions concerning financial aid should be directed to the UNT Financial Aid Office. The following resources list fellowships/scholarships available through the University and Information Science Department:

- Toulouse Graduate School Funding
- UNT Funding Options
- IS Ph.D. Program Listserv
- Department of Information Science Financial Assistance

2.4.1 Fellowships (TA/TF/RA and GSA) Course Load Specifications

Teaching fellows, teaching assistants, research assistants, and graduate student assistants must be enrolled in a minimum number of semester credit hours during the term they hold an appointment.

- Teaching fellows, teaching assistants, research assistants, and graduate student assistants who hold a half-time appointment (i.e., with assigned duties that require 20 hours of work per week) must be enrolled for 9 semester credit hours in long terms. Enrollment is not required in short semesters unless the requirements are specified in the appointment letter.

The total course enrollment and teaching assignment load may not exceed 16 semester hours in any long semester. Approval of the Toulouse Graduate School Dean is required for loads in excess of this amount, but approval will not be granted for a combined load in excess of 18 semester hours. With written approval from the IS Ph.D. Program Office and approval of the Toulouse Graduate School Dean, the minimum registration may be reduced to 3 semester hours for the long term for students who have filed an approved degree plan, have completed all course work, and are either ready to take the Qualifying Examination and/or registered for thesis or dissertation.

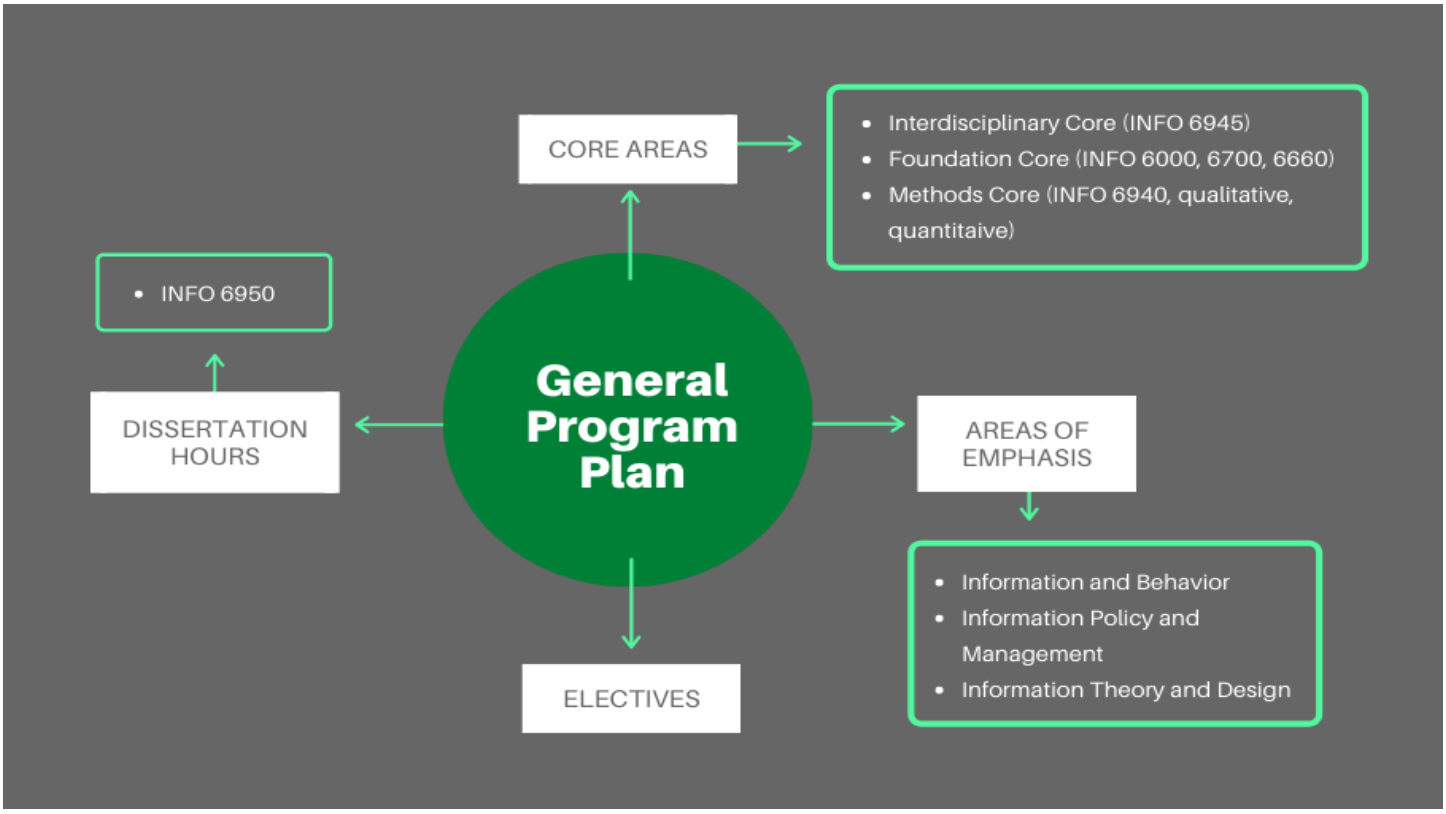
Section 3: Program Plan and Concentrations

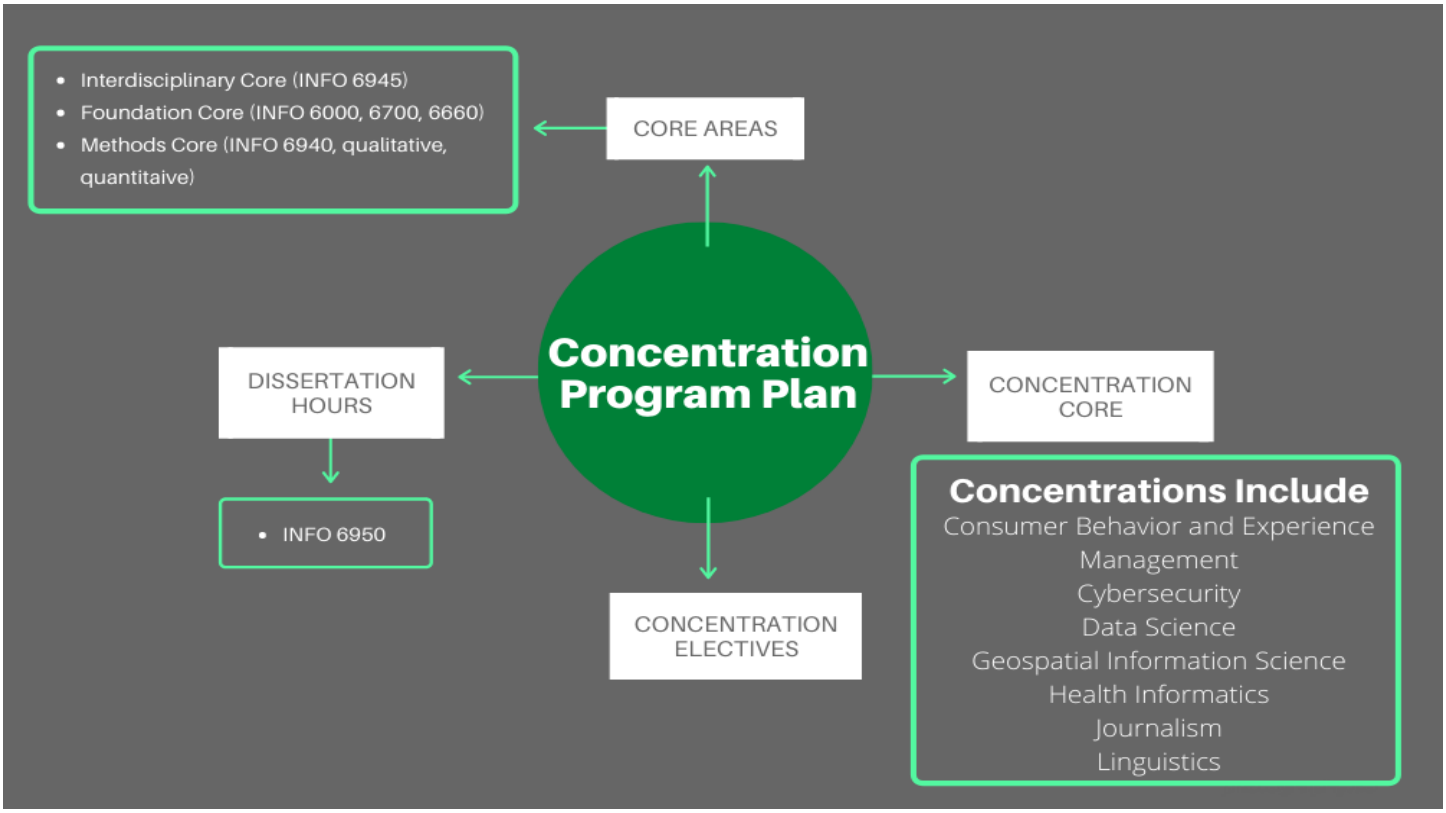
3.1 Program Plan Structure

The program requirements for the IS Ph.D. Program consists of coursework, satisfactory performance on the Qualifying Examination, and dissertation research. The total program requires a minimum of 60 hours of graduate credit beyond

the master's degree. The complete program requires a minimum of 72 hours of graduate credit beyond the bachelor's degree.

3.2 Program Plan Overview





The preparation work conducted in Core Areas, Areas of Emphasis, Concentrations, and Electives should be planned with the IS Ph.D. Program Director and the major professor. Independent studies are encouraged to give the student and the doctoral committee members the broadest ability to customize the preparation. Please consult the degree plan for details. Students must maintain continuous enrollment in dissertation hours (INFO 6950) after admission to candidacy until the dissertation is complete. Students who wish to enroll in more than 3 credit hours (and up to 6 credit hours) must submit a request to the IS Department Chair for approval.

3.3 Areas of Emphasis, Concentrations and Special Problems Courses

3.3.1 Areas of Emphasis or Concentration Core

The student, in consultation with the major professor and IS Ph.D. Program Director selects two (2) of the broad Areas of Emphasis or one (1) specific concentration. Areas of emphasis include:

- Information Theory and Design: This area explores ways to structure information and knowledge for a multitude of information systems and uses, including measures and methods for the evaluation and study of information systems, related communication processes, and subsequent systems application and design or redesign. Courses are selected with the approval of the major professor.
- Information Behavior: Studies relate to Human Information and Communication Behavior and the systematic response to these behaviors by using information technologies to advance communication and learning. Courses are selected with the approval of the major professor.
- Information Policy and Management: Inquiries focus on Organizational Behavior, with respect to information and the management of information, and of the organizations and systems that handle information. Courses are selected with the approval of the major professor.

3.3.2 Concentrations

Concentrations offered include:

- Consumer Behavior and Experience Management
- Cybersecurity
- Data Science
- Geospatial Information Science
- Health Informatics
- Journalism
- Linguistics

3.3.3 Special Problems Courses (Independent Study)

Special problems courses can be taken in the specific area of student's interests if there are no organized courses offered by the department (excludes program core courses), assuming the faculty who are experts in the specific area are available. A student who wishes to take a special problems course should meet with the faculty member who will be teaching or supervising the course, complete and submit the Special Problems Course Request Form to the IS Ph.D. Program Office (at least one week before the beginning of the semester). All fields in this form are required. It is encouraged that the student takes a special problem course with each dissertation committee member.

Section 4: Program Requirements and Degree Plans

4.1 Interdisciplinary Requirement

An objective of the IS Ph.D. Program is to integrate a variety of approaches to solving information problems and contributing to the theory base. Therefore, a substantial number of credit hours should be taken in each of two or more academic units.

4.2 Prerequisite Requirements

New students with no previous graduate-level coursework in research methods are required to complete the Research Tool requirement by taking an introductory master' s-level research course such as INFO 5080 Research Methods and Analysis course or the equivalent as a prerequisite course. This prerequisite does not count toward the 48 hours of doctoral coursework.

The prerequisite course requirement should be completed within the first year of enrollment in the IS Ph.D. Program, preferably the first semester. As an alternative to taking this course, a student can take an online proficiency exam administered by the IS Ph.D. Program Office. If the student successfully passes the proficiency exam, the prerequisite course requirement in this area is waived.

4.3 Publication Requirement

A minimum of 2 peer-reviewed papers (at least one journal and one national or international academic conference) are required and must be published or accepted before the dissertation defense (applies to all students who started in the program in Fall 2014 or later). Papers must be full-length (applies to all students who started Fall 2019 or later). Students are strongly encouraged to co-author papers with the major professor and committee members. Students may publish in conference proceedings related to Data Science, Information Science, and areas applicable to their research areas. Examples of conferences include but are not limited to the International Association of School Librarians, American Educational Research Association, Association for Information Science and Technology, the Association for Library and Information Science Education, Knowledge and Information Professionals Association, the American Medical Informatics Association, the iConference, and the Medical Library Association.

4.4 Residency Requirement

The minimum doctoral residency requirement consists of two consecutive long semesters of 9 graduate semester credit hours of enrollment at UNT or three consecutive semesters of 6 graduate semester credit hours at UNT.

4.5 Degree Plan

In consultation with their major professor, the student should complete a Doctoral Degree Plan and submit -- no later than by the end of the student's first semester of course work – to IS Ph.D. Program Office for approval and transmittal to UNT Toulouse Graduate School. Students must meet with their major professor at least once a year to update their degree plan. Course enrollment requests must match the degree plan.

4.6 Changes to Doctoral Degree Plan

Changes should be coordinated between the student and the student's faculty major professor. Once agreed upon, degree plan changes should be submitted as an updated Doctoral Degree Plan to the IS Ph.D. Program Office for approval and transmittal to the UNT Toulouse Graduate School.

4.7 99-Hour Rule

The University of North Texas charges nonresident tuition to all graduate students who have attempted more than 99 hours in the doctoral program. This policy applies to all doctoral students who have taken more than 99 hours, regardless of whether they are Texas residents or nonresidents, and regardless of whether they hold scholarships or assistantships that would previously have qualified them to pay resident tuition.

4.8 Credit Hour Transfer

Depending on the student's previous preparation and needs, as many as 24 hours of advanced study beyond the master's degree or its equivalent completed at another institution may be accepted and credited toward the doctorate, provided the student's major professor recommends acceptance of transfer credit to the graduate school. Transfer credit must comply with UNT Graduate Catalog policies on transfer credit.

4.9 Time Limit

All work to be credited toward the doctoral degree beyond the master's degree must be completed within a period of 8 years from the date doctoral credit is first earned.

Time limits are strictly enforced. Students exceeding the time limit may be required to repeat the Qualifying Examination, replace out-of-date credits with up-to-date work, and/or show other evidence of being up-to-date in their major and minor fields. Students anticipating that they will exceed the time limit should apply for an extension of time before their seventh year of study. Holding a full-time job is not considered in itself sufficient grounds for granting a time extension. For information, please see the Request for Time Extension Form on the Toulouse Graduate School Website.

4.10 Other Requirements

Doctoral students are required to actively participate in research activities such as research meetings, symposiums, conferences, and workshops organized by UNT, the College of Information, the IS Department, and professional organizations. The participation will be considered as part of their annual review. Also, students are encouraged to join professional associations that fit their research areas.

Section 5: Student Progress

5.1 Program Expectations for Student Progress

Each student is expected to make satisfactory progress towards the completion of their doctoral program. Consider adequate yearly progress to be completing at least twelve credit hours per academic year prior to completing the qualifying exam. A student who fails to make satisfactory progress, as indicated by the annual review report submitted by the major professor and the review conducted by the IS Ph.D. Program Office may be removed from the doctoral program. At the request of the department, the student will be notified via email and in writing by the IS Ph.D. Program Office of their removal from the program, at the last address filed with the university. Such notification will cite the reason(s) for removal.

5.2 Annual Review

Throughout a student's career in the IS Ph.D. Program, every student must complete an Annual Review. Beginning in Spring 2022, each student will submit an online annual review portfolio. The portfolio will include a vita, statement of yearly progress, links to publications and/or full copies of publications and additional documentation of teaching, research, and service scholarship. Enrollment in the following academic year is contingent upon submission of the annual review documentation. In addition, students are required to submit a current electronic CV as an attachment to the Annual Review survey. Students are given the opportunity to develop their written credentials, CVs, and letters of interest by attending a Toulouse Graduate School workshop or visiting the Division of Student Affairs website.

5.3 Program Stage and Timing

The following is a statement of policy for determining satisfactory progress toward the IS Ph.D. degree. Satisfactory progress is determined, in part, by the following timelines and criteria:

Program Stage	**Program Timing**
Attend orientation	Orientation will be offered by the first week of class.
Attend first advising appointment	Students should attend the first advising appointment with the IS Ph.D. Program Director.
Meet with the designated major professor	The student should meet with the designated major professor during the first month of the semester.
Degree plan design and approval	Degree plans should be drafted before the end of 1st long semester.

Designate Major Professor/Committee	Major Professor must be designated upon completion of 18 credit hours in the program. The remainder of the committee must be designated prior to the Qualifying Examination. Please submit the Committee Designation Form to the IS Ph.D. Program Office.
Course work completed	Coursework should be completed within 5 to 6 long semesters.
Qualifying Examination	Oral Qualifying Examinations should be taken one long semester after completion of course work.
Dissertation proposal defense	The proposal should be defended within 2 long semesters after the qualifying exam. This period may be extended to 3 long semesters by the major professor.
Publication Requirements	A minimum of 2 peer-reviewed papers (at least 1 journal and 1 national or international academic conference) are required and must be published or accepted prior to the dissertation defense (applies to all students who started in the program in Fall 2014 or later). Papers must be full-length (applies to all students who started Fall 2019 or later). Students are strongly encouraged to co-author papers with the major professor and/or committee member(s). Examples of conferences include but are not limited to the American Educational Research Association, Association for Information Science and Technology, the Association for Library and Information Science Education, Knowledge and Information Professionals Association, the American Medical Informatics Association, the iConference, and the Medical Library Association. Additional conferences related to Information Science, Data Science, and their area of study are also acceptable.
Dissertation defense	The dissertation should be defended within 3 years of the Qualifying Examination.

5.4 Probation

Upon receipt of a grade of "C" or below, the student is placed on probation in the IS Ph.D. for the remainder of the course work phase of their program. Students will be placed on probation regardless of if the "C" is reversed by the faculty member that assigns it. The university places graduate students on academic probation at the end of the initial period of enrollment if the CGPA drops below 2.67. The university also places graduate students on academic probation at the end of any subsequent term in which the CGPA falls below a 3.0. The IS Ph.D. Program Office will notify the student of their probationary status for the program and/or university.

After receipt of notice of probationary status, the student is required to seek formal counseling with the IS Ph.D. Program Office to discuss their doctoral program. A student on probation may not withdraw from any future courses without the consent of their major professor. The student will be given a copy of the Student Counseling Form to use as a guideline about how to proceed.

5.5 Removal from the Program

Receipt of a second grade of "C" or below will result in the student's removal from the doctoral program. The IS Ph.D. Program Office will notify the student of their removal from the program via email and a mailed letter to the latest address on file. The IS Ph.D. Program will also notify the Toulouse Graduate School of this action.

In addition, it is expected that the student will exhibit high standards of professional behavior, fulfilling all responsibilities of a Ph.D. student, understanding and demonstrating collegiate behavior toward faculty, peers, and students while continuing to use effective teaching skills. Students are expected to meet all University expectations as presented in guidelines provided by the Dean of the Toulouse Graduate School and this handbook.

5.6 Student Removal Appeal Process

A student wishing to appeal their removal from the doctoral program may petition the IS Ph.D. Program Office. This written appeal must be received within 30 days of the notification or attempted notification of the student's removal.

5.7 Leave of Absence

If during any long (Fall or Spring), a Ph.D. student does not enroll in any approved course work, they must file a Ph.D. Leave of Absence Request Form. Otherwise, the student will be placed on inactive status. After two long semesters in inactive status, the student will be removed from the IS Ph.D. Program and will need to reapply should they wish to pursue a Ph.D. in the department.

5.8 Student Initiated Withdrawal

A student that intends to withdraw from the IS Ph.D. Program should submit a letter indicating the intent to withdraw to the IS Ph.D. Program Office at CI-IISPhD@unt.edu.

Section 6: Doctoral Committee

6.1 Committee Designation

6.1.1 Committee Designation Process

Students, with the help of their major professor, will designate their doctoral committee. It is preferred that the doctoral committee be designated within the first year of study. The committee must be designated prior to the Qualifying Examination. Students should submit the Designation of Doctoral Committee with their degree plan (Doctor of Philosophy Degree Plan).

6.1.2 Committee Change Process

The student may make changes to the doctoral committee by using the Change in Doctoral Committee Form.

6.2 Committee Make-up

A Doctoral Committee will consist of a minimum of three members who hold terminal degrees. A Doctoral Committee member must be a member of the Department of Information Science. At least one committee member must be from another academic unit of UNT or outside of UNT. Students should work with each committee member on at least one project, unless waived by the member.

Section 7: INFO 6660 and the Qualifying Examination

7.1 Qualifying Examination

INFO 6660 is intended for IS Ph.D. Program students and is to be taken in conjunction with the Qualifying Examination in the last semester of coursework with the student's major professor. Students will not be permitted to take more than 6 credit hours in conjunction with INFO 6660.

Prior to registering for INFO 6660, a student must have:

- Completed all other required core and methods courses with grades of A or B.
- Successfully completed a total of at least 45 credit hours of the IS Ph.D. Program (at least 57 graduate credit hours of the 72-hour program option)
- Completed all courses in which an incomplete grade was received, and
- Officially designated a dissertation committee by completing and submitting the signed Committee Designation Form to the IS Ph.D. Program Office.

7.2 Qualifying Examination Structure

The qualifying examination consists of two parts:

1. A written examination consists of identifying and critiquing five topmost relevant research studies/papers about the topic the students plan to undertake in their dissertation work.

2. An oral presentation in the form of a preliminary proposal that identifies the topic, research problem, research questions, literature review, related theories and models, and theoretical justifications.

7.2.1 Written Qualifying Examination

The Qualifying Examination is designed by the doctoral committee to ensure that the student is appropriately prepared for embarking on individual independent research. Each student will identify a research topic relevant to the student's specialization and prepare a written report to be submitted to the instructor and committee members via the UNT course management system. The report should include the following:

- a research topic, a problem statement and research question(s)
- an in-depth literature review of the relevant literature grounded in Information Science, which should include a review of the following kinds of resources:
    - The Identification and critiquing of the top 5 most relevant research studies/ papers to the topic
    - A discussion of an existing model(s), theory(-ies), and/or framework(s) applicable to the proposed research study
    - A theoretical justification and description of a theory or model relevant to the proposed topic and research problem.
    - A discussion of the significance of the proposed study.

7.2.1.1 Grading of the Qualifying Examination

The written part of the exam will be submitted to the committee, and the criteria for grading will include:

- The ability to define the topic, research problem, and research questions
- A demonstrated grasp of the literature, including the ability to point to specific sources and to link people or groups with ideas.
- A demonstrated ability to place ideas in proper historical sequence.
- The ability to synthesize and draw out concepts from the literature.
- The ability to develop a point of view with respect to the issues discussed and to defend it by reference to relevant literature.
- The ability to organize the material presented.
- The ability to identify and critique relevant studies and papers

A simple majority of the student's Doctoral Committee must pass the student on each component of the Written Qualifying Examination. A doctoral committee must consist of at least three and up to five members. If the student does not pass all components of the written segment of the examination, the student may be asked to rewrite some portions or to retake the exam entirely.

7.2.2 Oral Qualifying Examination

Students are required to pass an oral defense of their Qualifying Examination by the end of the semester in which a written Qualifying Examination is successfully completed. The oral defense will be scheduled and administered by the doctoral committee within the guidelines established by the IS Ph.D. Program Office.

7.3 Qualifying Examination Results

Earning a grade of A or B will indicate that a student has passed the Qualifying Examination. Earning a grade of C,D, F or will indicate that the student has failed the Qualifying Examination. The Qualifying Examination Results Form should be completed by the doctoral committee. Only if the student passes both examinations may they be admitted to doctoral candidacy. The IS Ph.D. Program Office advises the student to consult their major professor as to the reasons for the result and on the options for retaking the Qualifying Examination, if appropriate, and of the right of appeal or of withdrawing from the program.

If a student fails the qualifying examination(s) on the first attempt, the IS Ph.D. Program Office will inform the student of the reasons for the failure. The student's doctoral committee will then meet with the student to formulate and document a program of study designed to prepare the student to retake the failed examination(s). A Qualifying Examination Results form that includes a deficiency plan and supporting documentation with the student's signature will be filed with the IS Ph.D. Program Office. Based on the committee feedback, the IS Ph.D. Program Director will complete the Student Counseling Form with the student. Upon satisfactory completion of their remedial program of study, the student's doctoral committee will certify to the IS Ph.D. Program Office that the student is ready to retake the failed examination.

7.4 Retaking the Qualifying Examination

A student will be permitted to retake INFO 6660, which includes the Qualifying Examination only once except under extraordinary circumstances. The IS Ph.D. Program Office, after consulting with the student's major professor may choose to grant permission for an additional attempt on the exam. The major professor and the student must provide documentation to explain why the student needs another attempt.

If a student fails any component of INFO 6660 (i.e., the written or oral examinations), the student must re-enroll in INFO 6660. If a component of INFO 6660 has not been passed, the student will receive an F or Fail. Students that have failed INFO 6660 my not take any other course for the IS Ph.D. Program until INFO 6660 has been passed. In the event that the student fails the oral and/or written Qualifying Examination(s) a second time or fails to retake INFO 6660 and the Qualifying Examination the following semester, the IS Ph.D. Program Office, after notifying the doctoral committee, will recommend to the Dean of the Toulouse Graduate School that the student be withdrawn from the IS Ph.D. Program.

The final results of the Qualifying Examination will be reported to the Graduate Dean via the IS Ph.D. Program Office no later than one month from the date of the Oral Qualifying Examination.

Section 8: Candidacy

8.1 Requirements for Candidacy

The student is admitted to candidacy when all coursework other than the dissertation research has been completed, and the written and oral Qualifying Examinations have been passed.

8.2 Continuous Enrollment

Doctoral candidates must maintain continuous enrollment in dissertation hours subsequent to passing the Qualifying Examination for admission to candidacy. To maintain continuous enrollment, the candidate must register in 3 credit hours of INFO 6950 Doctoral Dissertation every long semester (Fall and Spring) after passing the Qualifying Examination. Should a doctoral candidate submit a Leave of Absence Request Form, due to extenuating circumstances, the IS Ph.D. Program Office (at its discretion) may support the filing of a Continuous Enrollment Waiver Request for the student. The student cannot submit the Continuous Enrollment Waiver Request to the Toulouse Graduate School.

Section 9: Dissertation Proposal

9.1 General Requirements

One of the requirements of the IS Ph.D. Program is the preparation and successful defense of a dissertation proposal. The Dissertation Proposal must be defended within two long semesters after the Qualifying Examination has been successfully completed, excluding the semester in which the Qualifying Examination was taken.

9.2 Required Written Dissertation Proposal Contents

The dissertation proposal must contain:

- Problem statement
- Introduction to the problem and subject area
- Literature review
- Methodology and proposed instruments

It is the responsibility of the major professor to make sure the Dissertation Proposal satisfactorily addresses all of the required elements stated in section 9.2.

9.3 Dissertation Proposal Defense

The Dissertation Proposal must be reviewed and formally accepted at a proposal defense by the student's doctoral committee. All faculty members and students are encouraged to attend and participate in the proposal defense meeting.

The student, in consultation with the student's major professor, requests that the IS Ph.D. Program Office schedule a proposal defense. The members of the doctoral committee should have copies of the Dissertation Proposal at least three weeks before the defense date. Electronic copies of the Abstract and the Dissertation Proposal must be given to the IS Ph.D. Program Office in a timely manner. The defense needs to be announced two weeks in advance.

9.4 Dissertation Proposal Abstract

The abstract must include a statement of the problem and a description of the research methodology. The abstract will conform to the standard format approved by the IS Ph.D. Program Office and UNT Toulouse Graduate School.

9.5 Dissertation Proposal Grading

The doctoral committee must unanimously decide whether:

- The proposal, as written, is accepted.
- The proposal with revisions is accepted.
- The proposal is not accepted.

9.6 Dissertation Proposal Defense Documentation

After the defense, if the student passes the Dissertation Proposal defense, the Dissertation Proposal Defense Form must be completed by the student's doctoral committee and returned to the IS Ph.D. Program Office. If the student does not pass the defense or a major revision is required, then the student must revise the dissertation proposal to address suggestions made by the doctoral committee. The committee, together with the major professor, upon assessing the revision of the dissertation proposal, will decide whether the student should reschedule another defense. In both cases, the Dissertation Proposal Defense Form needs to be completed and returned to the IS Ph.D. Program Office.

9.7 Dissertation Proposal Defense Notification

The IS Ph.D. Program Office will notify the candidate in writing of the outcome of the dissertation proposal defense. The candidate should retain a final approved copy of the Dissertation Proposal in their personal records and is required to submit an electronic copy of it to IS Ph.D. Program Office.

Section 10: Dissertation

10.1 Dissertation Process

The candidate should work closely with their doctoral committee while doing dissertation research and writing the Dissertation.

10.2 Dissertation Review and Defense

10.2.1 Dissertation Review

The Dissertation must be reviewed by the doctoral committee and formally accepted by the student's doctoral committee. All members of the doctoral committee, including the candidate's major professor, vote on acceptance of the Dissertation.

10.2.2 Dissertation Defense

The candidate must defend the dissertation in a forum that is open to all interested parties in the Information Science Department. The final decision will be made by the doctoral committee in a closed session, immediately after the presentation and question/answer session.

10.2.3 Scheduling Dissertation Defense

The candidate, in consultation with the major professor, requests that the IS Ph.D. Program Office schedules an oral Dissertation defense (the IS Ph.D. Program Office will send the Dissertation Defense Form to the student to complete and return). The members of the doctoral committee should have copies of the Dissertation at least three (3) weeks prior to the defense. Electronic copies of the Abstract and Dissertation must be given to the IS Ph.D. Program Office in a timely manner so the defense can be announced two (2) weeks in advance. The student must also notify the Toulouse Graduate School of the defense 2 weeks prior by submitting the Oral Defense Notification web form.

10.3 Dissertation Submission

Reading copies of the Dissertation provided to the candidate's doctoral committee and the IS Ph.D. Program Office should be in the format required by the Toulouse Graduate School, as explained in the manual, "Preparation and Submission of Dissertations, Theses, and Problems in Lieu of Thesis by Graduate Students of the University of North Texas." It is the candidate's responsibility to acquire information pertaining to dissertation preparation and distribution from the Toulouse Graduate School. This manual is to be used in conjunction with the latest edition of the Publication Manual of the American Psychological Association. The dissertation must be complete in all substantive ways, including chapters, appendices, bibliography, title, footnotes, table of contents, etc. Only acknowledgments may be omitted.

10.4 Dissertation Grading

The doctoral committee must decide by majority vote whether:

- The Dissertation as written is accepted (or with minor revisions).
- The Dissertation with major modifications is accepted.
- The Dissertation is not accepted.

If the candidate does not pass the defense or a major revision is required, then the candidate must revise the dissertation to reflect suggestions made by the doctoral committee. The doctoral committee, together with the major professor, will decide whether another oral defense should be scheduled for a candidate upon assessing the revision of the Dissertation.

10.5 Final Submissions

10.5.1 Submission to the IS Ph.D. Program Office

If/when the Dissertation is accepted, the candidate should provide the IS Ph.D. Program Office with an electronic copy of the complete Dissertation after all of the changes and corrections have been made.

10.5.2 Submission to the Toulouse Graduate School

After the candidate successfully defends the dissertation, the student must make all revisions suggested by the doctoral committee during the defense and submit it to the doctoral committee and major professor(s) for review. Then the doctoral committee and major professor(s) should complete and file the Final Approval Form. (This form is generated

and sent to the major professor by the Toulouse Graduate School). The dissertation is not completed until it has both been approved by the candidate's doctoral committee and accepted by the UNT Toulouse Graduate School. Please use the Toulouse Graduate School's Dissertation Submission Guide to submit the finalized dissertation.

Section 11: Doctoral Resources

11.1 Information Science PhD Program Community- Canvas Site

The Information Science PhD Program Community (Canvas Site) will house important information such as program forms, writing resources, faculty profiles, etc. IS PhD students will receive and invitation to join the community upon admission into the program.

11.2 Writing Resources

- UNT Writing Center: https://writingcenter.unt.edu/
- TGS Writing Resources: https://tgs.unt.edu/new-current-students/writing-resources
- Graduate Tutoring: https://writingcenter.unt.edu/graduate-tutoring
- Scholarly Writing Guide: https://guides.library.unt.edu/scholarlywriting
- Academic Integrity: https://vpaa.unt.edu/ss/integrity

11.3 Funding Sources

- Toulouse Graduate School Funding: https://tgs.unt.edu/future-students/funding-your-graduate-education/awards
- Information Science Departmental Funding: https://informationscience.unt.edu/scholarships-and-awards
- Information Science Endowed Graduate Fellowships: https://informationscience.unt.edu/assistantships-and-fellowships
- UNT Graduate Student Financial Aid: https://financialaid.unt.edu/graduate-students
- External Grants and Scholarships: https://tgs.unt.edu/future-students/funding-your-graduate-education/awards/external-grants-fellowships
- Travel Grants: https://tgs.unt.edu/new-current-students/travel-grants

11.4 Thesis and Dissertation Resources

- Thesis Manual: https://tgs.unt.edu/thesis-manual
- Vireo Submission Guide: https://tgs.unt.edu/sites/default/files/Vireo%20guide%20with%20new%20log%20-%20released%20Nov%202019.pdf

11.5 Graduate Student Support Services

- Professional Development Workshops: https://tgs.unt.edu/graduate-student-support-services/on-demand-workshops
- Statistical Support: https://coe.unt.edu/research/research-consulting
- Learning Center: https://learningcenter.unt.edu/graduatestudentservices
- Counseling Center: https://studentaffairs.unt.edu/counseling-and-testing-services
- Career Center: https://careercenter.unt.edu/
- Student Money management Center: https://studentaffairs.unt.edu/student-money-management-center
- Teaching Resources: https://tgs.unt.edu/new-current-students/assistantships-and-teaching-resources
- Responsible Conduct of Research: https://research.unt.edu/research-services/research-integrity-and-compliance/responsible-conduct-research-rcr

Section 12: IS Ph.D. Program Forms

All forms can be submitted to CI-IISPhD@unt.edu

FORM A1. Ph.D. in Information Science (IS) Degree Program/Plan- General

Name:

UNT ID:

Address:

Phone:

Degrees Held

Degree:	**Field:**	**Institution:**	**Year:**
Degree:	**Field:**	**Institution:**	**Year**:

Program Milestones

Residency Requirement Met:

First PhD Course:

Degree must be completed by:

Student Plan/Coursework

Plan of Study/Concentration (if any):

Minor (if any):

Leveling Course:

Category	Course	Course Title	Sem/ Year	Hrs	Grade
IS Core	INFO 6945			3	
	INFO 6000			3	
	INFO 6700			3	
Methods Core	INFO 6940			3	
				3	
				3	
Area of Emphasis 1				3	
				3	
				3	
Area of Emphasis 2				3	
				3	
				3	

Electives				3	
				3	
				3	
Qualifying Exam	INFO 6660	Readings in Info Sci/ Qualifying Exam		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	

Minor/Other Courses

Total Hours 60

Degree Plan Approval

Student Signature_____ Date _____

Major Professor _____ Date _____

Co-Major Professor (if applicable) _____ Date_____

Committee Member _____ Date _____

Committee Member _____ Date _____

Committee Member _____ Date _____

Program Director _____ Date _____

Department Chair _____ Date _____

Graduate School Dean _____ Date _____

FORM A2. Ph.D. in Information Science (IS) Degree Program/Plan- Concentration

Name:

UNT ID:

Address:

Phone:

Degrees Held

Degree:	**Field:**	**Institution:**	**Year:**
Degree:	**Field:**	**Institution:**	**Year**:

Program Milestones

Residency Requirement Met:

First PhD Course:

Degree must be completed by:

Student Plan/Coursework

Plan of Study/Concentration (if any):

Minor (if any):

Leveling Course:

Category	Course	Course Title	Sem/ Year	Hrs	Grade
IS Core	INFO 6945			3	
	INFO 6000			3	
	INFO 6700			3	
Methods Core	INFO 6940			3	
				3	
				3	
				3	
Concertation Core				3	
				3	
				3	
				3	
				3	

Concentration Electives				3	
				3	
				3	
Qualifying Exam	INFO 6660	Readings in Info Sci/ Qualifying Exam		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	
Dissertation	INFO 6950	Doctoral Dissertation		3	

Minor/Other Courses

Total Hours 60

Degree Plan Approval

Student Signature_____ Date _____

Major Professor _____ Date _____

Co-Major Professor (if applicable) _____ Date_____

Committee Member _____ Date _____

Committee Member _____ Date _____

Committee Member _____ Date _____

Program Director _____ Date _____

Department Chair _____ Date _____

Graduate School Dean _____ Date _____

FORM B. Special Problems (INFO 6900 / INFO 6910) Request Form

Discuss the proposed course topic, course objectives, and concrete course requirements (a.k.a. deliverables) together with the faculty member who you would like to serve as a supervisor for your special problems course. Please note that faculty may not agree to supervise special problems courses outside of their expertiseor when an organized course would be more appropriate.

You and your special problems course faculty supervisor should complete all areas of this form together. Afterthe form is completed and signed by your course supervisor, major professor/co-major professor, and yourself, submit it for approval to the IS Ph.D. Program Office for approval from:

1. IS Ph.D. Program Director
2. IS Department Chair.

When the form is submitted to IS Ph.D. Program Office (CI-IISPhD@unt.edu) and the proposed special problems course is approved for your degree plan; you will receive via email from IS Ph.D. Program Office aregistration code to register for the course.

Student Name:_____ Student ID: _____

Faculty Supervisor Name: _____

Semester: _____ Year: _____ Course Number: _____ Course Credit Hours: _____

Proposed Course Topic: _____

Proposed Course Objectives: _____

_____

Proposed Course Requirements: _____

_____

_____

Student: _____

Course Supervisor: _____

Major Professor: _____

Co-Major Professor (if applicable): _____

Program Director: _____

Department Chair: _____

FORM C. Designation of Doctoral Committee

Student_____ID#_____Date_____

Tentative title or short description of area of research:

_____

Doctoral Committee Structure:

Committee Major Professor: _____

Committee Co-Major Professor (if applicable): _____

Member: _____

Member: _____

Member: _____

Committee member(s) from outside the IS Ph.D. Program Faculty, including outside UNT (attach CVs)

Member:_____

Name Institution Position

_____

Area of expertise Signature Date

Member:_____

Name Institution Position

_____

Area of expertise Signature Date

_____

Program Director

_____

Department Chair

_____

Dean, Toulouse Graduate School

FORM D. Change in Doctoral Committee

Student_____ID#_____Date_____

Student Signature_____

Add to Committee: Name 1_____Signature: _____

Name 2_____Signature: _____

Drop from Committee: Name 1_____Signature: _____

Name 2_____Signature: _____

Change in Role: Name 1_____Signature: _____

Name 2_____Signature: _____

New Structure of Doctoral Committee:

Major Professor: _____

Co- Major Professor (if applicable): _____

Member: _____

Member: _____

Member: _____

Member: _____

Approvals:

_____
Major Professor

_____
Co-Major Professor (if applicable)

_____
Program Director

_____
Department Chair

_____

Dean, Toulouse Graduate School

FORM E. Qualifying Examination Sign-Up

Please complete and submit the form as soon as possible but no later than one week before the semester in which you are planning to take Qualifying Examination.

Name:_____ Student ID: _____

When do you plan to take the Qualifying Examination? Semester:_____ Year: _____

Have you completed the Program coursework? Yes_____ No_____

(If NOT, you are not eligible to take Qualifying Examination yet.)

Have you cleared all grades of Incomplete? Yes_____ No_____

(If NOT, you are not eligible to take Qualifying Examination yet.)

Have you assembled a Committee and designated a major professor and/or co-major professors?

Yes_____ No_____

(If NOT, please make sure to designate your Committee by completing and submitting a Committee Designation Form before submitting the Qualifying Examination Signup Form)

Please list your Committee Chair and Members and their email addresses in the space provided below:

Major Professor:_____Email: _____

Co-Major Professor (if applicable):_____Email:_____

Member:_____Email:_____

Member:_____Email:_____

Member:_____Email: _____

Member:_____Email: _____

Please return completed form to: CI-IISPhD@unt.edu

FORM F. Qualifying Examination Results

Student_____ID#_____Date_____

The Doctoral Committee concludes that this student has:

_____ Passed both written and Oral Qualifying Examination

_____ Failed the Written Qualifying Examination

_____ Failed the Oral Qualifying Examination

_____ Passed conditionally the Written Qualifying Examination (deficiencies and conditions specifiedbelow)

_____ Passed conditionally the Oral Qualifying Examination deficiencies and conditions specifiedbelow)

Deficiencies and conditions _____

_____

Deficiency plan _____

_____

_____

Signatures of Doctoral Committee:

Doctoral Major Professor _____ Date_____

Doctoral Co-Major Professor (if applicable)_____ Date_____

Committee Member_____ Date_____

Committee Member_____ Date_____

Committee Member_____ Date_____

Director_____ Date_____

IS Department Chair_____ Date_____

FORM G. Dissertation Proposal Defense

Student Name_____ ID#_____ Date_____

Tentative Title of Dissertation

_____

_____

All students undertaking a dissertation involving the use of human subjects in any way as a source of data must first receive clearance from the Institutional Review Board on Human Subjects (IRB). The proper form for requesting clearance can be obtained from the Office of Research and Academic Grants (Administration Building Room 310). The student should not proceed to collect data until clearance is received.

Dissertation Defense Results_____(Pass, Pass with Major Revisions or Fail)

The dissertation major professor(s) should answer the applicable statements below:

1. Will this research use human subjects as a source of data? Yes_____No_____

If yes to #1, the student has filed the "Use of Human Subjects" request form in the Office ofResearch and Academic Grants? Yes _____No_____

Note: If no to #2, the student should not proceed to collect data until the form is filed and theIRB grants clearance.

1. Has a copy of the dissertation proposal submitted to IS Ph.D. Program Office? Yes_____No_____

This student has presented to the undersigned a proposal for a dissertation. We have examined the proposal and certify that it appears to represent acceptable significance, design, and quality so that the student may proceed to develop it into a dissertation. This also certifies that the student passed the proposal defense.

Signatures of Doctoral Committee:

Doctoral Major Professor_____ Date_____

Doctoral Co-Major Professor (if applicable)_____ Date_____

Committee Member_____ Date_____

Committee Member_____ Date_____

Committee Member_____ Date_____

Program Director_____ Date_____

Department Chair_____ Date_____

FORM H. Dissertation Defense

(To be completed at the time student's dissertation has been orally defended and accepted by the Doctoral Committee).

Student_____ID#_____Date_____

Title of Dissertation _____

_____

Dissertation Defense Results_____(Pass, Pass with Major Revisions or Fail)

Please specify any major revisions: _____

_____

Has a copy of the dissertation been submitted to the IS Ph.D. Program Office?Yes (Date)_____No _____

This student has presented to the undersigned a proposal for a dissertation. We have examined the proposaland certify that it appears to represent acceptable significance, design, and quality so that the student may proceed to develop it into a dissertation. This also certifies that the student passed the proposal defense.

Signatures of Doctoral Committee

Doctoral Major Professor_____ Date_____

Doctoral Co-Major Professor (if applicable)_____ Date_____

Committee Member_____ Date_____

Committee Member_____ Date_____

Committee Member_____ Date_____

Program Director_____ Date_____

Department Chair_____ Date_____

FORM I. Student Counseling Form

On_____, a counseling session was held with the student below concerning difficulty they have encountered in the IS Ph.D. Program:

Student's Name _____ Student ID Number _____

Difficulty _____

_____

The student has been informed of the consequences of this problem and acknowledges that furtherdifficulty could result in the following:

_____

Signatures:

_____

Student Date

_____

Major Professor Date

_____

Co-Major Professor (if applicable) Date

_____

Program Director Date

_____

Department Chair Date

Additional comments:_____

_____

Action taken (if necessary): _____ Probation _____ Removal

Submission of this form from the department may be used as authorization to write a removal letter from IS Ph.D. Program IS Ph.D. Program.

Request for Exceptions: _____

FORM J. Ph.D. Leave of Absence Request

TO: Dean, Toulouse Graduate School

CC: Student's Doctoral Committee Chair

Student's Name _____ Student ID Number _____

The student above has been approved for a leave of absence from the IS Ph.D. Program for thefollowing semester(s)

_____

_____

Reason: _____

_____

Approved:

_____

Program Director Date

_____

Department Chair Date

Please return this form to CI-IISPhD@unt.edu.

FORM K. Doctoral Applicant Evaluation Form

Applicant's Name: _____

In order to encourage the evaluator to provide an objective and candid impression, the applicant is encouraged to sign the following statement. Please be assured, however, that the signing of this statementis optional. Under law, refusal to sign the statement cannot be used negatively in the selection process.

I hereby waive my right of access, under the Family Educational Rights and Privacy Act of 1974, to this letterof recommendation.

Signature:_____Date: _____

Evaluator:_____
(Print Name)
How long have you known the applicant?_____
In what capacity have you known the applicant? _____
What reference group are you using in these comparisons? _____

For each criterion below, please check the appropriate box.

	Exceptional	Above Average	Average	Below Average	No Information
Intellectual Ability					
Writing Ability					
Speaking Ability					
Academic Preparation					
Motivation					
Maturity					
Leadership Ability					
Classroom Presentation					
Quantitative/Research					

Please provide comments that can assist in forming an overall evaluation of the candidate's abilities, potential and character:_____

Signature:_____Date:_____

Title:_____

Organization or Institution: _____

Country:_____Phone/email address:_____

Please forward the completed form directly to CI-IISPh.D.@unt.edu

FORM L. Acknowledgement of the IS Ph.D. Program Handbook and Student Responsibilities

I have read and understand the Information Science Ph.D. Program Handbook, as well as the student responsibilities included below.

- Address staff, faculty, and peers in a respectful manner.
- Use departmental resources such as the website, handbook, and the IS Ph.D. Program Office personnelto assist me during my time in the program.
- Seek advising at least 2 times a year
- Complete, sign, and submit the degree plan with the major professor(s)
- Understand the department, college, and university policies and websites
- Submit paperwork in a timely manner
- Keep the major professor(s) and the IS Ph.D. Program Office up-to-date on their enrollment status
- Complete IS Ph.D. Program benchmarks in a timely manner
- Provide written drafts of work and meeting agendas at least 5 business days
- Facilitate the scheduling of the oral exam and defenses, while following the policies indicated in the IS Ph.D. manual
- Be responsible for finding a date for the public presentation of the oral examination, proposal defense,and dissertation defense when the dissertation committee deems the dissertation ready for defense. The dates must be set in coordination with the IS Ph.D. Program Office and accommodate the availability of the committee members.
- Present the oral examination and defenses on campus in Discovery Park
- Provide to the IS Ph.D. Program Office and major professor with the final version of the dissertation
- Make certain that all necessary Graduate School forms and paperwork are filed in a timely manner.

The student is ultimately responsible for making satisfactory progress and submitting yearly progress reports collaboratively written with the major professor and/or committee members

Student Printed Name: _____

Student Signature: _____

Date: _____

Please return this form to CI-IISPhD@unt.edu.