# Annual Review of Doctoral Students

**Approved by College of Education Tenured/Tenure-Track Faculty Vote**

**(conducted via email; completed on 12.15.16)**

# Sources of Authority

# Related OPs: <http://www.depts.ttu.edu/opmanual/OP34.04.pdf>

The Chair of each doctoral advisory committee in the College of Education will conduct a review of the student's program at least once a year.  Any student not making satisfactory progress may be placed on probation and given conditions to meet in order to stay in the program.  Continued unsatisfactory progress in any area of a student's work will be cause for dismissal.

The scope of the review shall include, among other relevant issues, consideration of grades, progress in all course work and through the College of Education P1-P3 assessment cycle, the Application Research Experience, the qualifying examination, dissertation proposal, or dissertation research.  The Chair of the doctoral committee is also asked to provide information about professional presentations and publications completed by the student and in particular, with the faculty during that year. The Chair of the doctoral committee shall prepare a written statement for the student, with a copy to the student's file maintained in the Office of Graduate Education in the College of Education of the results of the annual review.

For research assistants who are working on a Doctor of Education or Doctor of Philosophy degree, a written statement of the student's progress in the program may be requested from the student's major advisor for use in the decision-making process related to the appointment or reappointment of research assistants in the College of Education.

Please email Pam Smith ([pam.smith@ttu.edu](mailto:pam.smith@ttu.edu))in the Office for Graduate Education and Research for annual review forms.