

# Ph.D. Residency Professional Requirements

Please use the form below to describe the activities you have completed during the duration of your doctoral program. Committee Chairs should be consulted about plans for completing these requirements early in your program. The signature of the Chair of your Committee at the end of this form constitutes approval of your successful completion of residency requirements for the PhD. Submit this documentation by email to [Lori.hyde@usu.edu](mailto:Lori.hyde@usu.edu) at the time the Appointment for Examination form is submitted.

These activities are in addition to the coursework and research project that leads to and includes your dissertation. The content of a presentation and publication must be related to your doctoral specialization in curriculum and instruction.

- 1) All Ph.D. candidates are required to present once at a state, regional, or national conference. The professional conference must be one in which there is a call for papers and a systematic process used to select the papers that will be presented. *Please attach a photocopy of the meeting program documenting participation.*

**Name of Meeting:** \_\_\_\_\_

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

Title of Presentation: \_\_\_\_\_

- 2) Publishing your scholarship is an expectation of the Ph.D. program. All candidates must have submitted a manuscript to a peer-reviewed professional journal at the time of their defense. *Please attach a photocopy verifying the editor's receipt of the manuscript.*

**Title of Manuscript:** \_\_\_\_\_

Journal: \_\_\_\_\_

The activities categorized below are intended to guide and help you confirm your immersion in the work of the academic community. Please note that one extensive commitment, such as serving as an officer or Conference Chair for a major professional organization or working extensively on one grant could generate multiple opportunities that should be documented individually. Students should summarize/document each activity carefully so that the Committee Chair is able to confirm completion of the work.

- 3) Research and creative endeavors (e.g., participate in a research project; participate in a grant-funded project; apply for graduate student funding; write/co-write a grant to fund a research project; publish an article in a professional organization's newsletter; publish a book review).
- 4) Immersion in the culture of graduate education (e.g., participate in scholarly discussion or writing groups; graduate student organizations and events such as Graduate Student Senate or USU Research Week; committee or service work within the department, college, or university; coursework or immersion in literature beyond requirements).

- 5) Engagement in professional activities of the discipline (e.g., teach a college course; work as a research or teaching assistant at the college level; conduct a guest lecture or workshop; attend local, regional, or national scholarly professional meetings; hold office in local, regional, or national scholarly professional meetings; organizing informal seminars, consortia, or orientation programs; serve as a reviewer for a professional conference or journal).

Activity Description	Date	Signature of Chair

Additional activities may be documented on an attached sheet.

I certify that \_\_\_\_\_ has fulfilled the residency requirements of Utah State University School of Graduate Studies and the TEAL Ph.D. in Education Program.

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

Chair of Ph.D. Committee

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

TEAL Director of Graduate Programs