|  |
| --- |
| ***University of Delaware*** ***School of Education*** ***and Department of Economics***  ***M.A. and Ph.D. in Economic Education*** |

***Program Policy Statement***

***Part I.  Program History***

[***A. Purpose Statement***](http://www.bmsc.udel.edu/Policy.htm#A. Mission)
[***B. Origin of the Program***](http://www.bmsc.udel.edu/Policy.htm#B. Origin of the Program)
[***C. Adminis***](http://www.bmsc.udel.edu/Policy.htm#C. Current Status)***tration and Faculty***

[***D. Degrees Offered***](http://www.bmsc.udel.edu/Policy.htm#D. Degrees Offered)

***Part II.  Admission***

[***A. University Policy on Admission***](http://www.bmsc.udel.edu/Policy.htm#A. University Policy on Admission)
[***B. University Admission Procedures***](http://www.bmsc.udel.edu/Policy.htm#B. University Admission Procedures)
[***C. Specific Requirements for Admission into the Ph.D. Program***](http://www.bmsc.udel.edu/Policy.htm#C. Specific Requirements for Admission into the)
[***D. Admission Status***](http://www.bmsc.udel.edu/Policy.htm#D. Admission Application Processing)

***Part III. Degree Requirements for the doctor of Philosophy in Economic Education***

1. [***Course Requirements***](http://www.bmsc.udel.edu/Policy.htm#A. Course Requirements)

[***B. Non-Registered Degree Requirements***](http://www.bmsc.udel.edu/Policy.htm#4B. Revisions to Planned Program of Study)

***Part IV. Degree Requirements for the Master of Arts in Economic Education***

1. ***Articulation Between the Master’s and Doctoral Degree***
2. [***Course Requirements***](http://www.bmsc.udel.edu/Policy.htm#4A. Course Requirements)

***Part V. University Regulations for the Ph.D.***

1. ***Regulations Governing Dissertations***
2. ***Residency Requirements***
3. ***University Requirements and Deadlines for Admission to Doctoral Candidacy***
4. ***Registration Requirements Prior to Doctoral Candidacy***
5. ***Registration Requirements after Admission to Candidacy***

***Part VI. General Information Relevant to Both Master’s and Doctoral Degree Candidates***

 ***A.*** [***Financial Assistance***](http://www.bmsc.udel.edu/Policy.htm#5A. Financial Assistance)
[***B. Graduate Course Numbering System***](http://www.bmsc.udel.edu/Policy.htm#5B. Graduate Course Numbering)
[***C. Application for Advanced Degree***](http://www.bmsc.udel.edu/Policy.htm#5C. Application for Advanced Degree)
[***D. Graduate Grade Point Average***](http://www.bmsc.udel.edu/Policy.htm#5D. Graduate Grade Point Average)
[***E. Time Limits for the Completion of Degree Requirements***](http://www.bmsc.udel.edu/Policy.htm#5E. Time Limits for the Completion of Degree)
[***F. Extension of the Time Limit***](http://www.bmsc.udel.edu/Policy.htm#5F. Extension of the Time Limit)
[***G. Transfer of Credit Earned as a Continuing Education Student at the University of Delaware***](http://www.bmsc.udel.edu/Policy.htm#5H. Transfer of Credit Earned as a Continuing)
[***H. Transfer of Credit from Another Institution***](http://www.bmsc.udel.edu/Policy.htm#5I. Transfer of Credit from Another)
[***I. Transfer of Credit from the Undergraduate Division at the University of Delaware***](http://www.bmsc.udel.edu/Policy.htm#5J. Transfer of Credit from the Undergraduate)

Revised Fall 2015

***Part I.  Program History***

***A. Purpose Statement***

The Doctorate of Philosophy represents the highest level of achievement in formal education. As such, this degree signifies the attainment of an advanced level of scholarship and the possession of scholarly dispositions and habits. The Ph.D. in Economic Education is a jointly administered program of the Department of Economics and the School of Education. The complementary strengths of these two units provide a broader knowledge base in economic education than could be provided by either unit individually. Graduates of this program learn graduate level economics theory and methodology as well as gain a deep conceptual knowledge in education pedagogy and economic education curriculum development. Both units have strong applied research programs, and graduates of this program benefit from the joint expertise found in the faculties of both units.

The broad goal of the program is to prepare a new generation of scholars and practitioners in the field of Economic Education, encompassing knowledge and research methodologies found in both Economics and Education. Graduates of the program have a wide range of professional and academic employment opportunities including academic positions in Departments of Economics and Education; Centers for Economic Education (approximately 300 nationally, most affiliated with universities); education units within regional Federal Reserve Banks as well as other private sector businesses and foundations with an interest in economic and financial literacy; school districts and state departments of instruction; and education consulting and evaluation firms.

The program requires a balanced foundation in economics and education. Students also develop individualized programs of study that capitalize on the expertise of faculty in both the Department of Economics and the School of Education. By engaging in ongoing research and producing evidence of their accomplishments through apprenticeship activities, graduates are well positioned to solve significant problems in economic education throughout their careers.

***B. Origin of the Program***

Both the Department of Economics and the School of Education have strong Ph.D. programs. In 2009, the joint program was developed to serve the particular needs of students who wish to specialize in Economic Education. In 2012, the School of Education substantially revised its Ph.D. and Ed.D. programs. Changes in course offerings necessitated revision to the joint Ph.D. in Economic Education as well.

***C. Administration and Faculty***

This program is administered by the Committee on Graduate Studies in Economic Education (CGSEE), consisting of two faculty members from each unit. This committee will be co-chaired by a faculty member from each unit serving three-year terms. This committee is charged with recruiting students to the program, making admissions decisions, and assuring that the program is administered in accordance with this policy document.

Additionally, the CGSEE is charged with setting academic expectations, maintaining subject-matter currency within the program courses, and ensuring subject-matter coordination of the core courses. At the time of admission, all students are assigned two faculty advisors (one from each academic unit) who most closely match the admitted student’s stated research interests. These advisors assist the student in choosing the courses that best fits his or her intended program of study. Students may change faculty advisors upon their written request to do so, and upon the agreement of the new advisor to accept this student as an advisee. It is customary for a student’s advisor(s) to become the (co-)chairs of the student’s dissertation committee (see Part V.A.1).

Faculty members who teach graduate courses and advise graduate students in this program must have a doctorate or equivalent. In some instances, faculty members with a master’s degree and special expertise in an area of Economic Education as a result of concentrated study, employment experience, or service may be recommended for graduate teaching. In such cases, the faculty member must have a record of successful teaching in Economic Education, proven scholarly ability, and the endorsement of the CGSEE.

***D. Degrees Offered***

The degrees awarded to students who complete this program will be either a Master of Arts in Economic Education or a Doctor of Philosophy in Economic Education.

***Part II.  Admission***

***A. University Policy on Admission***

Admission to the graduate program is competitive.  Those who meet stated minimum requirements are not guaranteed admission, nor are those who fail to meet all of those requirements necessarily precluded from admission if they offer other appropriate strengths.

***B. University Admission Procedures***

Applicants must submit all of the following items to the Office of Graduate and Professional Education before admission can be considered:

A completed Admission Application must be submitted no later than December 15 for this program. See the webpage of the Office of Graduate and Professional Education at [www.udel.edu/gradoffice/apply](http://www.udel.edu/gradoffice/apply).

A nonrefundable application fee must be submitted with the application.

Transcripts from all previous graduate and undergraduate institutions must be submitted. Transcripts issued in a language other than English must be accompanied by an official translation into English. If the rank of the student is not displayed on the transcript or diploma, an official letter of explanation and ranking from the institution where the degree was earned is required.

Applicants must submit at least three letters of recommendations through the electronic application system. The recommendations should address the applicant’s potential for success in doctoral work.

Graduate Record Examination (GRE) scores are required for admission into the Ph.D. Program in Economic Education.

International student applicants must demonstrate a satisfactory level of proficiency in the English language if English is not their first language. Applicants may submit scores from either the TOEFL or IELTS. TOEFL or IELTS scores more than two years old cannot be validated or considered official.

International students must be offered admission to the University and provide evidence of adequate financial resources before a student visa will be issued. The University has been authorized under federal law to enroll nonimmigrant alien students. International students are required to purchase the University-sponsored insurance plan or its equivalent.

Applicants must submit a resume and a personal statement or essay outlining their goals and objectives.

It is a Delaware State Board of Health Regulation and a University of Delaware mandate that all entering graduate students born after January 1, 1957, give proof of proper immunization for measles, mumps, and rubella. If immunization requirements are not met, the student will not be eligible to register. Specific information may be obtained from the Student Health Service (302) 831-2226, [www.udel.edu/shs](http://www.udel.edu/shs).

***C. Specific Requirements for Admission into the Ph.D. in Economic Education Program***

Applicants are admitted directly to the Ph.D. program in Economic Education.

Students must meet the following minimum entrance requirements.

* Baccalaureate degree from an accredited college or university.
* An officially reported GRE score. Students typically are expected to have minimum scores of 150 on the verbal and quantitative sections and a 4.0 on the analytic writing section. Most admitted students have far higher than the minimum scores.
* An undergraduate GPA of 3.0 or higher.
* An officially reported minimum TOEFL score of 100 (internet-based test -iBT) or 600 (paper-based test) or 250 (computer-based test). IELTS scores may also be used and the minimum acceptable score is 7.0.
* A written statement of goals and objectives, including a statement that clearly identifies the applicant’s interest in the program.
* Undergraduate coursework in microeconomics and macroeconomics at the intermediate level or above and in statistics and mathematics (calculus) is expected. Otherwise qualified students who lack this background may be directed to appropriate coursework to remedy this deficiency.

In addition to the required coursework for the PhD in Economic Education listed below, all students must demonstrate graduate-level competence in economic theory and in statistical methods. Students without this background at the time of admission will take the following additional University of Delaware courses as part of their graduate work in the Economic Education PhD program: ECON 801, ECON 802, ECON803, ECON804, and EDUC 856. Students who have completed fully comparable graduate coursework prior to enrollment in the Economic Education PhD program may seek a waiver for these courses. A waiver is granted only when a student provides evidence that the courses taken were fully equivalent to these courses and that mastery of the material has been achieved. Decisions about course waivers are made as part of developing the student’s Individual Program Plan (see Part III.B.1.3). The Department of Economics has sole authority to award waivers for the economics courses listed above and the School of Education has sole authority to award waivers for the education course.

 ***D. Admission Status***

Students are admitted into the Ph.D. Program in Economic Education with “regular” status. Regular status is offered to students who meet all of the established entrance requirements, who have a record of high scholarship in their fields of specialization, and who have the ability, interest, and maturity necessary for successful study at the graduate level in a degree program. Applicants who file an application during the final year of undergraduate or current graduate work and are unable to submit complete official transcripts showing the conferral of the degree will be admitted pending conferral of the degree if records are otherwise satisfactory and complete. Failure to provide official test scores and documents showing degree conferral by the first day of classes may result in revocation of admission to the graduate program. This program does not offer provisional admission.

***Part III. Degree Requirements for the Ph.D. in Economic Education***

1. ***Course Requirements***

The Ph.D. in Economic Education requires a minimum of 45 credits of graduate-level coursework. As indicated above, some students will also take additional courses in economic theory and in statistical methods. The required coursework for all students includes:

Proseminar Courses (EDUC 805, EDUC 806) 6 credits

Research Methods Courses (EDUC 850, plus one of the following EDUC 812, 826, 865, 873 or 874) 6 credits

Colloquium (EDUC 840) 3 credits

\*Education content electives 6 credits

\*Economics Courses to include ECON 820, 829 plus two electives 12 credits

\*Free Elective 3 credits

Dissertation Credits, EDUC 969 or ECON 969 9 credits

\*Electives must be approved as part of the individualized program of study (see below)

***B. Non-Registered Degree Requirements***

1) Examinations:

a) School of Education First Year Assessment (FYA):

All students in the program are required to successfully pass the First Year Assessment. Preparation for this assessment begins in the fall semester through a formative assessment that is part of the first year content and methodology core courses (EDUC 805, 806, 850 and 856). Students who do not take EDUC 856 because the course was waived are still required to pass the FYA.

As part of the fall proseminar (EDUC 805), students will critique an article that reflects methodologies and questions addressed during the fall semester courses. The instructor(s) of the fall proseminar will evaluate the critique, and students will receive written feedback on the strengths and weaknesses of their work. This feedback will be shared with students’ advisors and is intended to be a helpful benchmark of academic progress. This process is repeated as part of the spring proseminar and methodology core courses.

The FYA occurs during finals week of the spring semester. It is designed and administered under the supervision of the Doctoral Core Committee (DCC) of the Ph.D. in Education program. Students will critique a research article, given to them one week in advance of the exam. Students will have three hours to write their critique in an exam setting.

The DCC will work with faculty teaching the first year core courses to select the article for critique and develop the scoring rubric. The DCC will assign three readers who are members of the doctoral faculty (i.e., faculty who meet the requirements to chair dissertation committees; see Part V.A.1 below) to evaluate each critique. Because this assessment focuses on the education core content, typically all readers will be from the School of Education faculty. However, at least one of the three readers must be from outside the area of economic education. A masked review process will be used and the readers will work together to reach consensus on the adequacy of the paper and develop feedback for the student.

Students whose response is judged to be below the established passing criteria will be allowed a second opportunity to take the exam (with a different article). The same readers plus two additional doctoral faculty members from the School of Education and assigned by the DCC will evaluate the second exam. Students must retake the exam by August 1. Feedback will be provided. Students who do not meet criteria the second time are dismissed from the Ph.D. program in Economic Education and cannot be awarded a master’s degree.

b) Economics:

Students must pass examinations in Microeconomics, Macroeconomics, and Econometrics, based on material covered in ECON 801, ECON 802, and ECON 803.  Students who receive an A or an A- in a course OR who are granted a course waiver are exempt from the corresponding examination (ECON 801-Microeconomics, ECON 802-Macroeconomics, ECON 803-Econometrics). These examinations are given twice a year (last Thursday before spring semester begins and last Thursday in June). These examinations will typically be taken in the semester after the relevant coursework has been completed. Students who do not pass an examination on the first attempt may retake it one additional time; the re-take will typically occur the next time the examination is offered. Students who do not pass on the second attempt are not permitted to continue in the Ph.D. program and cannot be awarded a master’s degree.

 2) Scholarly Apprenticeship Requirements. As part of their program requirements, all Ph.D. students must submit evidence of the following accomplishments to their CGSEE, and a copy of the supporting documentation will be placed in their file in the SOE Director’s Office.

a. *Research Forum:* Research experience is to begin in students’ first year and continue throughout the program. The College of Education and Human Development sponsors a yearly Research Forum in which all doctoral students are expected to participate.. All doctoral students participate according to the following schedule: first year students attend other students’ presentations; second year students present a poster session; third and fourth year students present a paper.

b. *Peer-reviewed paper:* At least one paper must be submitted for publication to a peer-reviewed journal where the student is a co-author. The submitted article will serve as evidence of this accomplishment.

c. *Conference presentation:* Students must present their work at a national conference in the student’s area of expertise. A copy of the conference program will serve as evidence of the accomplishment.

d. *University teaching:* Students must develop skills in university teaching. This requirement can be fulfilled by teaching as instructor of record, either as part of a teaching assistantship or s-contract, or by co-teaching or apprentice teaching with a faculty member for credit through independent study. Students are encouraged to participate in workshops offered by the Delaware Center for Teaching and Learning while fulfilling this requirement.

3) Individual Program Plan. By the beginning of the third semester of enrollment, students will write an Individual Program Plan (IPP) that must be approved by the student's advisor. The IPP will include a listing of the courses the student is required to take, the schedule for required exams, and an outline of the timeline to fulfill Scholarly Apprenticeship Requirements. The CGSEE will ensure that IPPs are completed on time, conform to policy requirements, and are on file in the SOE Director’s Office.

4) Annual Review. CGSEE faculty complete an annual review of each student’s academic progress. The review will include an assessment of the student’s performance in classes, their progress in completing IPP goals and the Scholarly Apprenticeship requirements, and the quality of their work in teaching or research assistantships. Prior to review by the program area faculty, the student will complete an Annual Appraisal form under the supervision his or her advisor, including input from the student’s assistantship supervisor, and submit the completed form to the CGSEE for review. The student and the student’s advisor will be informed in writing about the results of the review. The student’s advisor is responsible for ensuring that the program area review is discussed with the student. The CGSEE is responsible for monitoring completion of the annual review process and ensuring that each student’s results are on file in the SOE Director’s Office.

***Part IV. Degree Requirements for the M.A. in Economic Education***

***A. Articulation Between the Master’s and Doctoral Degrees***

The M.A. in Economic Education provides a master’s degree option for Ph.D. students who want to obtain a master’s degree in conjunction with their doctoral degree, or for students who must leave the doctoral program prematurely because of family, health or personal reasons (but not because they are ineligible to continue in the doctoral program).

To obtain the M.A. degree, students submit the completed Application for Advanced Degree to the Office of Graduate Studies by the deadline date stated in the University Calendar for the semester in which they intend to have their degree conferred.

Candidates for the M.A. degree must have regular status and must be in good standing in order to obtain the M.A. degree (i.e., pass all courses with a C- or better and maintain a 3.0 gpa.) In addition, students must pass the First Year Assessment and the Economics Examinations (described above).

***B. Course Requirements for M.A. in Economic Education***

The Master of Arts in Economic Education requires 30 credits of graduate-level coursework.  The required coursework includes:

Proseminar Courses (EDUC 805, EDUC 806) 6 credits

Research Methods Courses (EDUC 850, plus one of the following EDUC 812, 856, 865, 873 or 874) 6 credits

EDUC 840 Research Colloquium in Education (1 cr. each) 3 credits

Economic Courses (ECON 820, 829 and three ECON electives) 15 credits

Note: All courses for the M.A. must be approved as part of the student’s individual program plan.

***Part V: University Regulations for the Ph.D.***

***A. Regulations Governing Dissertations***

1) Establishment of Dissertation Committee. The student and his/her advisor will create a dissertation committee of at least four members at the time the student begins to develop the dissertation proposal.  The dissertation committee shall include three University faculty from the Department of Economics and the School of Education with at least one member from each unit, and one additional member from outside of the program. The dissertation advisor must be a member of the Department of Economics or the School of Education faculty. A professional staff member who holds a secondary faculty appointment within an academic department may serve as a committee member. However, all three within-program committee members must hold the doctoral degree.  Faculty who have retired or resigned from the University may maintain committee membership or continue to chair committees of students whose work began under their direction prior to their retirement or departure from the University. Outside committee members shall include individuals not affiliated with the SOE or the Department of Economics.   These may be individuals from outside of the University who are nationally recognized for their expertise in the area of study specified by the dissertation, as well as faculty members from other units on campus.  It is the responsibility of the dissertation advisor to replace members who withdraw from the committee during the dissertation process.

2) Defense of the Dissertation Proposal. A copy of the dissertation proposal must be delivered to the members of the dissertation committee at least two weeks in advance of the proposal defense. The dissertation proposal defense will be scheduled only after a majority of members of the dissertation committee have determined that a defense is appropriate. At the conclusion of the dissertation proposal defense, dissertation committee members will provide clear feedback to the student and will sign the “Advancement to Candidacy Form.” A signed copy of this form should be forwarded to the office of the CGSEE.

Students must not begin their research until the dissertation proposal is approved and, in the case of studies that involve human subjects, approval is received from the University Institutional Review Board. Details for creating consent forms and submitting studies for review by the IRB can be obtained from the Office of Research.

3) Defense of the Dissertation. The format of the dissertation must adhere to guidelines specified in the University’s Thesis and Dissertation Manual. The manual is available electronically on the Web at http://www.udel.edu/gradoffice/current/thesismanual.html, or it may be purchased at the University Bookstore.  The dissertation defense will be scheduled only after the advisor of the dissertation committee has determined that a defense is appropriate.

The dissertation defense will be open to the public, and notices will be sent to the faculty in both units and posted prominently at least one week prior to the defense date.  The candidate will present a summary of the completed research, and will then field questions from the committee, attending faculty, and invited guests.  After all questions have been answered, the dissertation committee will meet to decide whether the dissertation is accepted, rejected, or accepted pending revisions.  Results of the meeting will then be presented to the student.

4) Processing the Final Document. The dissertation must be approved by the chair of the student's dissertation committee, the Director of the School of Education, the Chair of the Department of Economics, the Deans of the College of Education and Human Development and the Lerner College of Business and Economics, and the Vice Provost for Graduate and Professional Education. The dissertation is to be signed by the professor in charge of the dissertation and all members of the dissertation committee. A separate abstract and abstract approval page must be submitted with the dissertation. The dissertation must be submitted to the Office of Graduate and Professional Education for approval not later than seven weeks prior to the degree conferral date. The dissertation defense must be completed prior to the submission date and the certification of a successful defense must be submitted to the Office of Graduate and Professional Education.

 ***B. Residency Requirements***

At least four academic years of graduate work are normally required for the Ph.D. degree. At least one continuous academic year must be devoted exclusively to full-time study (9 credit hours per semester) in the major field in residence at the University of Delaware. This residency requirement may be fulfilled using a fall and spring semester combination or a spring and fall semester combination, but summer or winter sessions do not meet the qualification. Course credit earned in a master's program at the University of Delaware may be applied toward the doctoral degree residency requirement if the candidate is receiving both degrees from the University in the same major field.

***C.  University Requirements and Deadlines for Admission to Doctoral Candidacy***

Upon the recommendation of the doctoral student's advisory committee and the chair of the CGSEE, students may be admitted to candidacy for the Ph.D. degree. The stipulations for admission to doctoral candidacy are that the student has (1) completed all required coursework and required examinations, (2) completed one academic year of full-time graduate study in residence at the University, and (3) had a dissertation proposal accepted by the dissertation committee.

The deadline for admission to candidacy for the fall semester is August 31. The deadline for admission to candidacy for the spring semester is January 31. The deadline for admission to candidacy for the summer is April 30. Responsibility for seeing that admission to candidacy is secured at the proper time rests with the student.

***D. Registration Requirements Prior to Doctoral Candidacy***

Course registration requirements are determined by the student's approved program of study.  Once the student has registered for all course requirements in a program of study but has not yet met all of the stipulations for passing into candidacy, the student must maintain registration during the fall and spring semesters in course(s) or in three to twelve credits of Pre-Candidacy Study (ECON/EDUC 964). Pre-Candidacy Study (ECON/EDUC 964) is graded pass/fail. If the student registered in Pre-Candidacy Study is admitted to candidacy before the end of the free drop/add period of the next semester, the registration in Pre-Candidacy Study (ECON/EDUC 964) for the preceding semester may be changed to the course, Doctoral Dissertation (ECON/EDUC 969). (Students who are pre-candidates and are holding a graduate assistantship or tuition scholarship must be registered for a minimum of six graduate credits, and those holding a fellowship must be registered for a minimum of nine graduate credits.)

***E. Registration Requirements after Admission to Candidacy***

Registration in Doctoral Dissertation (ECON/EDUC 969) and Doctoral Sustaining (ECON/EDUC 999) is restricted to students who have attained candidacy status. Once a student has met all of the stipulations for candidacy, the student is required to register in nine credits of Doctoral Dissertation (ECON/EDUC 969). Once the student has registered in nine credits of Doctoral Dissertation, the student is required to maintain matriculation in the doctoral program by registering in Doctoral Sustaining (ECON/EDUC 999) in subsequent semesters until the degree is awarded. All students must be registered in the term in which the degree is officially awarded. Sustaining registration is required in summer or winter session only if the degree is awarded at the conclusion of that term. Students enrolled in sustaining credit are considered full-time students.

***Part VI. General Information Relevant to Both Master’s and Doctoral Degree Candidates***

***A. Financial Assistance***

Financial assistance for students in the Ph.D. program is obtained from a variety of external sources and will therefore vary in form and availability.  Assistance will be awarded on a competitive basis to applicants best fitting the needs of the granting agencies and sponsoring faculty.  Students receiving full stipends will be expected to work up to 20 hours per week on faculty projects and students are expected to maintain full-time status.

Funding is awarded annually. Funding each year is contingent upon availability and student performance in prior years. Students may be funded for a maximum of four years. Students in good standing may petition for a fifth year of funding.

Students requesting a fifth year of funding must submit a written request to the Committee on Graduate Studies in Economic Education in January of the fourth year of study. The request should include the rationale for an additional year of funding and be accompanied by letters of support from the student’s advisor. The CGSEE will consider the student’s progress toward graduation, past performance on assistantships, and availability of funding in determining whether to award a final year of funding.

***B. Graduate Course Numbering System.***

Graduate credit may be earned for courses numbered 600 to 998. Courses numbered 500 to 599 are graduate courses for the nonspecialist and may not be counted for graduate credit in the student's major.

***C. Application for Advanced Degree.***

To initiate the process for degree conferral, candidates must submit an "Application for Advanced Degree" to the Office of Graduate Studies. The application deadlines are February 15 for Spring candidates, May 15 for Summer candidates, and September 15 for Winter candidates. The application must be signed by the candidate's adviser and by the Director or the Assistant Director of the School of Education. There is an application fee; payment is required when the application is submitted.

***D. Graduate Grade Point Average.***

Students must have a minimum overall cumulative grade point average of 3.0 to be eligible for the degree. In addition, the grades in courses applied toward the degree program must equal at least 3.0. All graduate-numbered courses taken with graduate student classification at the University of Delaware are applied to the cumulative index. Credit hours and courses for which the grade is below "C-" do not count toward the degree even though the grade is applied to the overall index. Candidates should see that their instructors have submitted all final grades. Temporary grades of "S" (Satisfactory) are assigned for 868 (Research) and 969 (Doctoral Dissertation) until a final letter grade is submitted upon the completion of the thesis or dissertation.

***E. Time Limits for the Completion of Degree Requirements.***

Time limits for the completion of degree requirements begin with the date of matriculation and are specifically expressed in the student's letter of admission. The University policy for students entering a master's degree program is ten consecutive semesters to complete the degree requirements. Students completing the requirements for the master's degree who are subsequently granted permission to continue toward the doctoral degree are given an additional ten consecutive semesters. Students entering a doctoral program with a master's degree are given ten consecutive semesters to complete the requirements. Students entering a doctoral program without a master's degree are given fourteen consecutive semesters to complete the requirements. Students who change their degree plan and have transferred from one degree program to another degree program are given ten consecutive semesters from the beginning of the first year in the latest program.

***F. Extension of the Time Limit.***

An extension of time limit may be granted for circumstances beyond the student's control. Requests for time extensions must be made in writing and approved by the student's adviser and the Chair of the CGSEE. The Chair will forward the request to the Office of Graduate and Professional Education. The Office of Graduate and Professional Education will determine the student's eligibility for a time extension and will notify the student in writing of its decision to grant an extension of time.

***G.*** ***Transfer of Credit Earned as a Continuing Education Student at the University of Delaware.***

Students who complete graduate credits with the classification of CEND (Continuing Education Nondegree) at the University of Delaware may use a maximum of 9 graduate credits earned with this classification toward their graduate degree. The CEND credits, grades, and quality points become a part of the student's academic record and grade point average. CEND credit can be transferred provided that: (a) the course was at the 600 level or above, (b) the course was taken within the time limit appropriate for the degree, (c) the course was approved by the student's adviser and the Chair of CGSEE, and (d) the course was in accord with the student’s Individual Program Plan.

***H. Transfer of Credit from Another Institution.***

Graduate credit earned at another institution will be evaluated at the written request of the student. Such a request should be submitted first to the advisor using a Request for Transfer of Graduate Credit form. A maximum of 9 credits required for the degree will be accepted provided that such credits: (a) were earned with a grade of no less than B, (b) are approved by the student's adviser and the Chair of CGSEE; (c) are in accord with the student’s IPP; (d) are not older than five years, and (e) were completed at an accredited college or university. The credits, but not the grades or quality points, are transferable to University of Delaware graduate records. Graduate courses counted toward a degree received elsewhere may not be used. Credits earned at another institution while the student was classified as a continuing education student at that institution are not eligible to be transferred to one's graduate degree at the University of Delaware, unless specifically accepted by the CGSEE. Credits from institutions outside of the United States are generally not transferable to the University of Delaware.

***I. Transfer of Credit from the Undergraduate Division at the University of Delaware.***

Students who wish to transfer credits from their undergraduate record to their graduate record may transfer a limited number by arranging with the department to have these courses approved by their instructors before the courses are taken. These courses must be at the 600-level, and the student must perform at the graduate level. They must be in excess of the total required for the baccalaureate degree, must have grades of no less than B-, and must not be older than five years. The credits, grades, and quality points will transfer.

**Ph.D. in Economic Education**

**Sample Student Schedule (for students with no course waivers)**

|  |  |
| --- | --- |
| **1st Semester**ECON 801 – MicroeconomicsEDUC 805 – Proseminar in Education IEDUC 850 - Qualitative Research in Educational SettingsEDUC 840 – Research Colloquium in Education | **2nd Semester**EDUC 806 – Proseminar in Education IIEDUC 856 – Quantitative ResearchEDUC or ECON ElectiveEDUC 840 – Research Colloquium in Education |
| **3rd Semester**ECON 802 – MacroeconomicsECON 803 – Applied Econometrics IEDUC Methodology\*EDUC 840 – Research Colloquium in Education | **4th Semester**ECON 804 – Applied Econometrics IIECON 820 or 829EDUC or ECON Elective  |
| **5th Semester**ECON 820 or 829ECON ElectiveECON or EDUC Elective  | **6th Semester**Free ElectiveEDUC/ECON 964 |
| **7th Semester**Dissertation Research | **8th Semester**Dissertation Completion |

\*Students must take one of the following methodology courses: EDUC 812, 865, or 874

Note: A total of 9 credit hours of Doctoral Dissertation (ECON/EDUC 969) are required of all students to satisfy degree requirements. After all required program coursework is completed, but before they advance to Candidacy by successfully defending their Dissertation Proposal, students enroll in Pre-Candidacy Study (ECON/EDUC 964). Graduate students are required to be registered for courses every semester, including the semester in which their degree is conferred, unless they are on an approved Leave of Absence.

\*Students must take one of the following methodology courses: EDUC 812, 865, or 874

**Ph.D. in Economic Education**

**Sample Student Schedule (for students with maximum course waivers) (ECON801, 802, 803, 804, EDUC 856)**

|  |  |
| --- | --- |
| **1st Semester**EDUC 805 – Proseminar in Education IEDUC 850 - Qualitative Research in Educational SettingsEDUC 840 – Research Colloquium in Education ECON Elective | **2nd Semester**EDUC 806 – Proseminar in Education IIECON 820 or 829EDUC or ECON electiveEDUC 840 – Research Colloquium in Education |
| **3rd Semester**EDUC Methodology\* EDUC or ECON electiveECON 820 or 829EDUC 840 – Research Colloquium in Education | **4th Semester**EDUC or ECON ElectiveFree ElectiveEDUC/ECON 964 |
| **5th Semester**Dissertation Research | **6th Semester**Dissertation Completion |